CITY HALL - SALISBURY, MARYLAND - JANUARY 4, 1943

The Mayor and Council of Salisbury, Maryland, met in regular session at the City Hall Monday night, January 4, 1943, at 7:30 with the following members present: President of Council W. T. Gardner, Councilmen Albin A. Hayman, Claude E. Russell, John G. Howie, Clifford H. Duffy. Mayor I. Virgil Hitchens was absent due to illness.

1. The minutes of December 28, 1942 were read, ordered approved, and signed upon a motion offered by Councilman Russell, seconded by Councilman Howie, and duly passed.

2. The Harbor Master reported the receipt of a letter from Raymond A. Weisner which advised him that he was arranging to have his wharf property repaired at an early date.

3. Acting Chief Wilson presented the Police Department's weekly daily reports, together with the police car and motorcycle expense reports. Both were ordered accepted and filed upon a motion offered by Councilman Howe, seconded by Councilman Hayman, and duly passed.

4. Mr. Harry S. Hastings, the Building Inspector, presented his Building Inspector's report for the month of December, showing 13 permits issued and $9.00 in collections. It was ordered accepted and filed.

5. The Building Inspector presented an estimate on the cost of an inside vestibule to be placed in the City Hall in the approximate amount of $115.00.

5. Miss Margaret Mathews, area supervisor, and Mrs. Florence T. Neely, chief of defense health and welfare project, came before the Mayor and Council and appealled to the City to assist in obtaining financial aid through the Lanham Act. They explained it was compulsory that the School Board act as sponsors since it was a school project and that they desired some one else to act as the operating agent.

   The President of Council explained that the City's charter would not allow them to assume this function but did advise them further that they would be glad to assist any way they could which was in their power.

6. Mr. James A. White, plumbing inspector, presented his report for the month of December, which showed 8 plumbing permits issued and $10.25 collected in fees. It was ordered accepted and filed.

7. The City Solicitor, Mr. Potts, reported on a review of the Lanham Act as it might apply to a building fund for the colored nursery. He was instructed to hold his report for next week.

8. The City Solicitor presented a lease drawn for the calendar year of 1943 leasing Mr. Sam Dennis a parcel of land, known as the sewer disposal site, near the home of Mr. Edgar Porter along the Wicomico River.

Councilman Russell offered a motion, which was seconded by Councilman Hayman and duly passed, authorizing the necessary officials to execute the lease in behalf of the Mayor and Council.

9. The City Clerk presented a notice of the annual meeting of stock holders of the Eastern Shore Building and Loan Corp. to be held Monday, 18th day of January, 1943 at 3:00 in the Corporation's offices. Councilman Russell offered a motion which was seconded by Councilman Hayman and duly passed authorizing the City Solicitor to execute a Proxy and to return it to the Corporation.

10. The City Engineer was instructed to place an ad in the paper relative to the collection of Christmas trees by the garbage men upon a motion offered by Councilman Russell, seconded by Councilman Hayman, and duly passed.

11. Councilman Russell offered a motion, which was seconded by Councilman Hayman and duly passed, instructing the City Treasurer to pay the salary of Nelson Messick while he is quarantined in his home.

12. The City Engineer presented a receipt for property for the buildings at the airport site which was to be loaned to the City for the use of the C.A.A. for constructing the airport. Councilman Hayman offered a motion, which was seconded by Councilman Howie and duly passed, authorizing the Mayor and Council to execute this receipt.

13. Mr. Milton White of White & Leonard's came before the Mayor and Council requesting information on recent purchases from Willing's for which he was paid by Voucher dated Oct. 5, 1942.

Mr. White returned Purchase Order No. 924 and informed the Council he refused to accept the order.

14. The operation of the 5% Victory tax reduction was explained by the City Treasurer, and in order to provide for the separate account in which to deposit the deductions, Councilman Hayman offered a motion, which was seconded by Councilman Howie and duly passed, authorizing a new account to be opened titled Victory Tax Deduction Account, in which to deposit all deductions from employees' salaries.

It was explained that the proceedure met with the approval of the City Solicitor and the auditing firm.

15. Vouchers No. 19066 to 19073 and Vouchers No. 19074 to 19099 were read, approved, and authorized signed upon a motion offered by Councilman Hayman, seconded by Councilman Russell, and duly passed.

16. The City Engineer presented a letter written to Mr. J. Warren Belcher, Jr., Administrator, Works Project Administration,

in which he explained the City's appreciation for assistance in the work done at the Salisbury airport. The letter was authorized made a part of the minutes upon a motion offered by Councilman Haymand, seconded by Councilman Howie, and duly passed.

17. The City Engineer presented a letter written to Mr. J. Warren Belcher, Jr. in which he asked for a loan of some of the small tools and equipment now on hand at the airport to the Wicomico County Civilian Defense Corps.

18. The City Engineer presented a letter written to Albert H. Wessel, District Airport Engineer, Civil Aeronautics Administration, 100 N. Cameron Street, Harrisburg, Pa., advising him that the engineering department would furnish any engineering data pertaining to the airport which he requested and that they would be glad to cooperate in every possible way with the C.A.A. A copy of the letter was ordered attached to the minutes.

19. The City Engineer read a letter addressed to all highway authorities and municipalities saying that there would be no more asphalt available for maintenance or repair work.

20. The City Engineer read a communication from the War Production Board advising the Mayor and Council of the inauguration of a Utility Scrap Drive in which they hoped to collect all obsolete or useable items such as boilers, compressors, pumps, meters, cable, etc. which might be used in the war effort.

21. The City Engineer was authorized by the Mayor and Council, upon a motion offered by Councilman Hayman, seconded by Councilman Russell, and duly passed, to make a survey for a proposed street from Camden Avenue near the Victor Lynn property to Wicomico Street.

22. The City Engineer explained the Treasurery of the Civilian Defense Corps was in need of additional funds. He explained the County Commissioners had approved a voucher in the amount of $200.00. Councilman Howie offered a motion which was seconded by Councilman Duffy and passed authorizing the Treasurer to prepare a voucher in the like amount of $200.00, at the same time authorizing the Treasurer and President of Council to sign the said voucher as soon as it was prepared.

23. The Mayor and Council again discussed the request of Mr. Milton White and ordered the letter referred to the City Solicitor for study and reply.

24. The City Engineer reported receipt of a letter from Virginia H. Williamson, asking the Mayor and Council to appoint an executive officer of the Citizens' Service Corps.

25. The Mayor and Council instructed the City Clerk to write a

letter to Mr. Lloyd Watson and express their appreciation for the gift of a radiator he recently gave to the Police Department.

26. The Mayor and Council received a communication from Willing's advising them they would be unable to furnish the binders on Order No. 923 recently given them.

27. The minutes of the special meeting of December 28, 1942, were read, ordered approved, upon a motion offered by Councilman Hayman, seconded by Councilman Russell, and duly passed.

28. Since the orders for new assessment binders could not be filled, the Treasurer was authorized to prepare specifications on a new binder for presentation to the Council, upon a motion offered by Councilman Hayman, seconded by Councilman Howie, and duly passed.

29. The Committee recently appointed by the President of Council to secure prices on an air compressor reported Barnes and Baysinger had a compressor which could be purchased for $100.00 and that he also had a complete grease gun outfit which he would sell for $242.00.

Councilman Hayman offered a motion which was seconded by Councilman Howie and duly passed authorizing the purchase of the above mentioned air compressor for a sum not exceeding $100.00, the cost of which was to be divided pro rata among the departments which might use it.

30. The same Committee recommended that the Mayor and Council purchase the grease gun equipment, namely:

50 S.R. Portable Chasis Lubricator with 14 ft. hose	$158.50
120 S.R. Senior Material Gear Lube. dispenser, hand operated	48.50
73 S.R. Portable Waste Oil Drain	35.00
	$242.00

for a sum not to exceed $200.00. Councilman Hayman offered a motion, which was seconded by Councilman Howie and duly passed, to accept the recommendation and authorize the purchase and provide for pro rata payment among the departments which might use it.

The meeting adjourned at 10:50.

APPROVED:

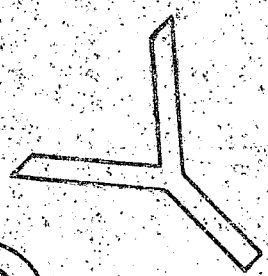
1/11/43
Date

W. S. Garrison
President of Council

Wade H. Dooley Jr
Clerk

January 4, 1943

Mr. J. Warren Belcher, Jr.
Administrator
Work Projects Administration
1100 Baltimore Trust Building
Baltimore, Maryland



Dear Mr. Belcher:

The U. S. Citizens Defense Corps of Wicomico County respectfully request that you consider the loaning of certain small tools and equipment from the Salisbury Airport Project for the purpose of equipping air raid sector posts, demolition and clearance depots, rescue squads and auxiliary fire mobilization points in this County.

Colonel Henry S. Barrett, State Director of Air Raid Precaution Services, has repeatedly stated that Wicomico County is a critical area and our Civilian Defense personnel has been trained and organized to cope with any eventualities providing we can obtain a reasonable quantity of small tools and equipment.

Since the Work Projects Administration is in the process of liquidation and will soon abandon work on the Salisbury Airport, it is in a position to make a splendid contribution to local Civilian Defense activities by loaning equipment that is urgently needed for the protection of life and property in the event of enemy action.

Numerous small tools, such as Picks, Shovels, Mattock Rakes, Grubbing Hoes, Axes, Brush Hooks, Cant Hooks, Cross-cut Saws, Sledge Hammers, Wrecking Bars, Pinch Bars, Spades, Ladders, Shears, Buckets, Rope, Cable, Block and Fall, Link and Chain, Drinking Fountains, Torches and Air Compressors, have been stored on the airport site. You also have available Dump Trucks, Bull-dozers, et cetera.

We will be glad to accept responsibility for the use of this equipment and will furnish statements from Civilian Defense Authorities as to the immediate need of this equipment. Please give this matter your earnest consideration and advise us as expeditiously as possible.

For Victory,

CC vg

Director

December 29, 1942

A-6

Mr. J. Warren Belcher, Jr.
Administrator
Work Projects Administration
1100 Baltimore Trust Building
Baltimore, Maryland

Dear Mr. Belcher:

The Mayor and Council of Salisbury and The County Commissioners of Wicomico County appreciate the assistance and cooperation rendered by the Work Projects Administration in the construction of the Salisbury Airport, W.P.391.

We further feel that the Work Projects Administration has constructed many useful and worth-while projects in the community, which have materially contributed to the well-being of our citizens.

Please express my personal regards to all of the officials of the Work Projects Administration.

Sincerely yours,

Clarke Gardner

City Engineer

CC vg

cc: The County Commissioners of Wicomico County
The Mayor and Council of Salisbury

December 29, 1942

A-6

Mr. Albert H. Wessel
District Airport Engineer
Civil Aeronautics Administration
100 North Cameron Street
Harrisburg, Pennsylvania

Dear Mr. Wessel:

The Mayor and Council of Salisbury and The County Commissioners of Wicomico County are pleased to learn that the Civil Aeronautics Administration have arranged to take over the construction and complete the work on the Salisbury Airport.

Mr. Murray of the Civil Aeronautics Administration has contacted this office and we have furnished him with copies of all plans completed to date. We have also advised him to the effect that all engineering data and information pertaining to all phases of the airport will be furnished at his request.

The Sponsors wish to assure you that they will cooperate in every possible way with the Civil Aeronautics Administration and I feel sure our relationship will insure the construction and completion of a first class airport.

We wish to extend the Season's greetings.

Sincerely yours,

Clarke Gardner

City Engineer

CG vg

cc The County Commissioners of Wicomico County
The Mayor and Council of Salisbury
Mr. Murray

CITY HALL - SALISBURY, MARYLAND - JANUARY 11, 1943

The Mayor and Council of Salisbury, Maryland, met in regular session at the City Hall Monday night, January 11, 1943, at 7:30 with the following members present: Mayor I. Virgil Hitchens, President of Council W. T. Gardner, Councilmen Albin A. Hayman, Claude E. Russell, John G. Howie, Clifford H. Duffy.

1. Acting Chief of Police Wilson presented Police Department's weekly log, together with the report of parking violations, both of which were ordered accepted and filed.

2. The Acting Chief reported on conditions at the school crossings on the by-pass near the North Salisbury School and at the crossing on East Main Street near the junction of Main and Church Streets and advised the Council that both crossings are dangerous and that the City should take some precautionary measures. The Acting Chief was instructed to confer with City Engineer and Mr. Morrison of the State Roads Commission to work out a solution.

3. Mayor and Council received requests in behalf of the Arcade Bowling Alley for licenses to operate nine pool tables and for another license in the same name to operate ten bowling alleys. The Council approved the issue of the licenses subject to the O.K. of the Police Department.

4. The Harbor Master Mr. Prag presented a copy of a letter he had written to the Estate of Hugh L. Dickerson advising him that his water front property near Main Street bridge should be repaired. A copy of the letter was ordered placed on file.

5. The Building Inspector reported a partition at the stairway entrance to the second floor could be erected for the approximate cost of $32.00. Councilman Duffy offered a motion which was seconded by Councilman Howie and duly passed authorizing the work done for cost not exceeding $35.00.

6. The Building Inspector Mr. Harry S. Hastings presented a written report in which he reported properties listed below had decayed 80 to 90% and were in a dangerous condition for people to live in.

   208 Cathell Street owned by Herman Hodgson
   206 Cathell Street owned by Ulysses Langston
   200 Cathell Street owned by Ulyssess Langston
   327 Cathell Street owned by Jonah Adams

   Councilman Howie offered a motion which was seconded by Councilman Duffy, authorizing the City Solicitor to so notify the property owners.

7. The Building Inspector was instructed to visit Bell Street in order to advise the Council if a light could be satisfactorily placed on public property on that street.

8. The City Engineer was instructed to check on the possibility of grading E. College Avenue east of South Division Street.

9. The City Solicitor gave a summary of some parts of the Lanham Act as it might apply to the proposed colored nursery. He informed the Council that they had the authority to operate a Recreational Center but no authority to operate a nursery school existed. In this connection he further informed the Council that they could apply for funds from the Act for construction of a recreational center providing the person signing the application could state that it was necessary for national defense.

10. The Building Inspector Mr. Hastings was instructed to revise his recent plans to provide for a recreational center on Lake Street and to give the Council a new estimate, if possible, Monday night.

11. Parking ticket No. 13874, issued to Wallace White, was ordered excused by the Mayor and Council after hearing his excuse.

12. Parking ticket No. 13842, issued to the State of Maryland, was ordered excused by the Mayor and Council after reading a letter from George N. Lewis, Jr., Traffic Manager, State Roads Commission.

13. City Treasurer presented a bill from R. E. Powell & Co. on which was billed the new police uniforms. The Council ordered the bill referred to the Acting Chief for approval before payment.

14. The Building Inspector was instructed to cut the thermostat in the City Hall to its lowest point while the building is not in use over the week-ends.

15. Councilman Russell offered a motion which was seconded by Councilman Hayman and duly passed to accept the recommendation of the auditors F. W. LaFrentz and Co. and have all building permits numbered and have the Building Inspector issue a receipt in duplicate for all money received.

16. The City Solicitor reported he had received copies of the Vouchers which Mr. White of White and Leonards had requested and had returned them to the City Treasurer with the instructions to forward them to Mr. White and advise him that he was free to look over the original at any time he so desired. A copy of the voucher is to be filed with the minutes.

17. Vouchers No. 19100 to 19174 were read, ordered approved, and signed, except Voucher No. 19101 which was marked Void, upon a motion offered by Councilman Hayman, seconded by Councilman Russell and duly passed.

18. The Mayor and Council called a meeting for Friday night, the 15th day of January, at 7:30 and requested the Mayor to invite the members of the House of Delegates and the Senator of Wicomico County to attend the meeting called for 8:00.

19. The Minutes of January 4, 1943 were read, ordered approved, and signed upon a motion offered by Councilman Howie and seconded by Councilman Russell and duly passed.

The meeting adjourned at 10:30.

APPROVED:

1/18/43.
Date

W. J. Gorr
President of Council

Wade H. Insley Jr.
Clerk

ORDER No. A-493

PURCHASE ORDER
Mayor and Council of Salisbury

August 20, 1942

TO Willing's
Salisbury, Maryland

1 - Deluxe Ledger Binder, Tan Corduroy sides, Red Leather back and corners, tooled with pure gold $17.32

Note: For payment after October 1, 1942

Per minutes of the Mayor & Council
8/17/42

MAYOR & COUNCIL
By _____

Per _____

ORDER No. A-406

PURCHASE ORDER
Mayor and Council of Salisbury

July 27, 1942

TO Willing's
Salisbury, Maryland

1 - Ledger Index, No. 50-40-75 . . . . . $7.65

Note: For payment after Octoberl, 1942.

This is part of original assessment records order.

(Assessments)

MAYOR & COUNCIL

By _____

Per _____

CITY OF SALISBURY
Salisbury, Md.

PURCHASE ORDER

Order No.
L - 753

March 26, 1942

Willing's

Salisbury, Maryland

6	Wilson-Jones Autoflex Chain Binders, Tan Corduroy sides, Red or Green Leather back and corners, tooled with pure gold, with leather back flap to match, with leather label on top cover, lettered three lines of gold, 16 13/16" x 13 7/8" Sheet Size, two posts 5/16" with 12" Center to Center @21.28	$127.68
3	Sets Red or Green Leather Tab, 7/8" x 1/2" Extension, 27 Division, Buff Index Sheets, ruled with three name and folio columns, not printed.	7.69
169	Buff Index Sheets, like above, with no tabs.	6.67
3 M	Assessment Record Sheets, 28 Sub. White Parsons Defendum Ledger, like ruling and printing of sample, except, omit from top of both sides of sheet "DEBITS - BLACK INK, CREDITS RED INK": omit from left hand page column headed "INTANGIBLE PERSONAL"; move the other columns to the right making the "NAME & ADDRESS OF OWNER & DESCRIPTION OF PROPERTY" columns wider; omit from right hand page column headed "SECURITIES TOTAL BASIS LEVY", move the other columns to the right making the "NATURE" column wider.	79.99
12 M	Ledger Sheets with ruling like sample with changed as noted thereon.	190.00
6	Deluxe Ledger Binders for above sheet, Tan Corduroy sides, Red Leather back and corners, tooled with pure gold @ 17.32	103.92
1	Binder for Tax Roll Sheets, Blue Slate Canvas Sides	10.25
1 M	Tax Roll Sheets like ones now in use.	47.50
1	Binder for maps, 18"x25½" Map size, Blue Slate Canvas Sides	12.50
		$586.20

City of Salisbury

By_____

Subject to payment on or
after Oct. 1, 1942

CITY OF SALISBURY
Salisbury, Md.

PURCHASE ORDER

Order No.
L - 753

March 26, 1942

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Salisbury, Maryland

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City of Salisbury

By _____

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By _____

Per _____

ORDER No. A-406

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July 27, 1942

TO Willing's
Salisbury, Maryland

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Note: For payment after Octoberl, 1942.

This is part of original assessment records order.

(Assessments)

MAYOR & COUNCIL

By _____

Per _____

CITY HALL - SALISBURY, MARYLAND - JANUARY 18, 1943

The Mayor and Council of Salisbury, Maryland, met in regular session at the City Hall Monday night, January 18, 1943, at 7:30 with the following members present: Mayor I. Virgil Hitchens, President of Council W. T. Gardner, Councilmen Albin A. Hayman, Claude E. Russell, John G. Howie, and Clifford H. Duffy.

1. A Miss Bettymyer came before the Mayor and Council to ask the City's approval to place a new, metal type trailer on the lot on W. Main Street which they formerly occuppied with a tent for use as a fortune-telling establishment. The Council advised her that since she had no license for fortune telling, they would be unable to go further with her proposal.

2. Acting Chief of Police Wilson presented his weekly log together with his Consolidated monthly report, both of which were ordered accepted and filed.

3. The City Engineer informed the Council that he had received a letter from the General Electric Company saying they had not yet received an order from the W.P.B. granting them permission to make shipment of the police radio.

4. The Acting Chief of Police pointed out to the Mayor and Council the need for lights on bicycles. The Council took the matter under advisement.

5. Mr. P. A. Morrison of the States Roads Commission came before the Mayor and Council and asked if the City could provide for the sweeping of the by-pass within the city limits. The Council agreed to do whatever they could in the matter.

6. The Harbor Master informed the Council he had no particular report to make.

7. The Mayor and Council received a letter from Eastern Shore Public Service Company, directed to Mr. Hastings, which advised him that the Company could place a light on Bell Street on the Company's pole No. 219E for the following charges:

231 ft. of overhead circuit @ .019 per foot -	$ 4.39
1 - 100 candlepower street light - - - - -	13.00
Total per year	$17.39

The Council ordered the letter held for future consideration.

8. Mrs. A. C. Smith of Park Avenue forwarded a request to the City Engineer for the City to prohibit parking near the corner on the east side of Park Avenue at its intersection with Chestnut Street. Councilman Howie offered a motion which was seconded by Councilman Russell and duly passed authorizing the matter referred to the Traffic Commission for investigation and report.

9. City engineer read a letter from the Federal Works Agency in which Mr. Belcher informed the City that members of his staff would call at an early date to make arrangements for the future plans of the nurseries.

10. City engineer informed the Mayor and Council on the fuel oil situation of the City Hall. The President of Council appointed a committee composed of the Mayor, President of Council, and City Engineer who were authorized to appear before the Oil Rationing panel to request an additional supply.

11. In response to an invitation to bid on binders forwarded to Willing's and White and Leonard's, both of Salisbury, the Mayor and Council received a bid from Willing's on Item 2 at $4.80 each.

    Mr. Milton White of White and Leonard's also appeared and presented the Council with a letter to be read to the Council. After hearing Mr. White, the Council rejected all bids received to date and particularly the most recent bid due to a technicality, and upon a motion offered by Councilman Russell, seconded by Councilman Hayman, and duly passed, authorizing the City Solicitor, with the assistance of the Treasurer, to prepare new invitations to bids on assessment binders to be opened February 1st at the regular meeting of the Mayor and Council.

12. A committee from the Civilian Defense Council, led by Mr. C. L. Dickinson with Messrs. Jones, Purnell, Dick, and Severance, came before the Mayor and Council to ask the Council's assistance in providing some method of enforcement of dim-out regulations. Mr. Purnell informed the Council of a case in which an individual had been repeatedly warned to turn out his outside house lights and who repeatedly always left them on. The Committee was finally of the opinion that it might be best to provide a system whereby a warden should make a written report of violations and forward it to his superior who in turn might present it to the City for proper handling. The Council advised the Committee they would go into the matter and assist them as far as they were able.

13. City Engineer was authorized to endeavor to secure a priority for an iron fireman for the City Hall in order that the Council might consider its purchase, if a priority were granted.

14. City Engineer was authorized to purchase 5,000 City of Salisbury letterheads from Pomerantz of Philadelphia.

15. City Engineer presented a statement of the amounts due the Water Department from the General Fund for material used in constructing water and sewer connections for the

period July 2, 1942 to November 8, 1942. Councilman Duffy offered a motion which was seconded by Councilman Hayman and duly passed authorizing a payment of the amount due.

16. City Engineer was authorized to secure bids on some printing matter for the Water Department.

17. City Engineer was authorized to purchase 500 meter readers' cards from the Remington Rand Company.

18. City Engineer read a letter from the Roberts Industries asking for water service on Wicomico Street for three houses and explained it would require about a 200 foot extension of a 2 inch line. City Engineer was authorized upon a motion offered by Councilman Russell, seconded by Councilman Hayman to seek approval for the extension from the W.P.B. and to make the extension if it were approved.

19. City Engineer was authorized to purchase two metal tapes for the approximate sum of $16.40 for the Airport Account on an extension of the W.P.A.'s priority upon a motion offered by Councilman Russell, seconded by Councilman Duffy and duly passed.

20. A letter was received from Federal Works Agency saying that all of their equipment and tools were being transferred to the Bureau of Public Roads and what that department did not need, they would consider loaning to the City.

21. Councilman Howie offered a motion, which was seconded by Councilman Duffy, authorizing the preparation of a voucher for stamps for the water department in the amount of $25.00.

22. City Engineer discussed the progress of the Civilian Defense radio work and advised the Council that Mr. Dean Powell requested an allotment of approximately $200.00 with which to purchase one new radio set at $65.00 and parts to supplement old sets turned in to build five additional sets at a cost of approximately $135.00. It was explained the cost would be one-half for the City and one-half for the County. The Council approved it, subject to the approval of the Commissioners.

23. Mayor and Council authorized the City Engineer to notify the Eastern Shore Public Service Company that the sample dim-out shade on the pole near the City Hall was satisfactory ~~and that they could be installed throughout the City~~. Amended 1/25/43 - Resolution No. 29.

24. Following up the request for the Civilian Defense Committee in the earlier part of the evening, the Mayor and Council upon a motion offered by Councilman Hayman, seconded by

Councilman Duffy, and duly passed, authorizing the City Solicitor to draw up a formal resolution as requested by the Committee. It was pointed out that it should contain a provision that reports of violations should be made by the warden to the District Warden and in turn to the Chief Air Raid Warden, then to the Chief of Police, all signed by each member approving the violation.

25. City Engineer read a letter to the Mayor and Council from the Asbury Methodist Church informing the Council that they would loan the bell in their Church to the Civilian Defense Committee provided all expenses would be paid by the Committee for its removal and replacement and provided a contract would be drawn up agreed to by Mr. Newton Jackson, President of their body, and Mr. Rounds, their treasurer, and the proper authorities of the Civilian Defense Committee.

Mr. W. F. Messick, President of the County Commissioners, advised the City Engineer that it was his opinion that such a contract should be drawn between the Church and the Mayor and Council or the County Commissioners or both. A motion was offered by Councilman Duffy, seconded by Councilman Hayman, and duly passed, authorizing the City Solicitor to draw such an agreement if it were satisfactory to the County Commissioners.

26. City Solicitor reported the receipt of a copy of an ordinance licensing parking lots in Baltimore City, which gave the rate as $1.25 per 100 (150) square feet.

27. Vouchers No. 19175 to 19203 were read, approved, and authorized signed, with the exception of Voucher No. 19182, upon a motion offered by Councilman Hayman, seconded by Councilman Russell, and duly passed.

28. City Clerk presented an application from James Weatherly for the operation of pool rooms at 113 Lake Street and 512 Main Street.

Councilman Hayman offered a motion, seconded by Councilman Howie, and duly passed, approving the licenses, subject to the approval of the Police Department.

29. City Clerk presented a letter from Mr. Avery W. Hall, in which Continuation Certificates for Mrs. Gladys B. Wootten, bookkeeper and stenographer, and Mrs. Edna P. Payne, bookkeeper, were forwarded and in which he requested the employer to sign the Employer's Renewal Statement and return to his office.

The statement was read to the Council, and Councilman Hayman offered a motion which was seconded by Councilman Howie authorizing the City Treasurer to sign the statement and return it.

30. Mayor and Council, upon a motion offered by Councilman Hayman, seconded by Councilman Russell, and duly passed, approved a loan from the General Fund to the Parking Meter and Traffic Fund in the amount of $250.00 in order to give that fund sufficient money to take care of its accounts and authorized the President of Council and City Treasurer to sign the said check as soon as it was prepared.

31. Mayor and Council authorized the City Treasurer to subscribe to the Municipal Finance magazine at the rate of $1.50 per year.

32. The minutes of January 11, 1943 were read and approved upon a motion offered by Councilman Russell, seconded by Councilman Hayman, and duly passed.

The meeting adjourned at 12:15.

APPROVED:

Jan 25, 1943
Date

President of Council

Clerk

CITY HALL, SALISBURY, MARYLAND, JANUARY 25, 1943

The Mayor and Council of Salisbury met in regular session at the City Hall Monday, January 25, 1943 at 7:30 with the following members present: Mayor I. Virgil Hitchens, Council President W. T. Gardner, Councilman John G. Howie, Claude E. Russell, Clifford H. Duffy, with Councilman Albin A. Hayman absent due to illness.

1. Upon motion offered by Councilman Russell, seconded by Councilman Duffy, and duly passed, the City Solicitor was appointed Acting Clerk for the purpose of taking the minutes of this meeting.

2. Miss Matthews, of the Works Progress Administration, appeared before the Mayor and Council and requested the City to sponsor the nursery schools in Salisbury and to make application for the allotment of funds from the Federal Works Administration under the provisions of the Lanham Act. The Council informed Miss Matthews that the City had no authority under its charter to sponsor such a project.

3. Irvin V. Theis appeared before the Council and requested water and sewer facilities for his house located at 104 Calloway Street. The City Engineer stated that the WPB regulations permitted the installation of such facilities if the house had been completed prior to July 1, 1942. Mr. Theis further requested a connection with the sewer main for his property located at 102 Calloway Street. The City Engineer informed the Council that in his opinion the WPB regulations did not prohibit the installation of sewer facilities. The Council informed Mr. Theis that they would notify him of their decision in this matter after receiving the opinion of the City Solicitor upon the WPB regulations.

4. Acting Chief of Police Wilson presented the weekly report of the Police Department which was ordered accepted and filed.

5. Harbormaster Prag presented copies of letters which he had written to various persons owning property binding upon the Wicomico River, requesting them to repair their bulkheads. These letters were ordered filed with the minutes.

6. The Building Inspector reported that the plans for the Colored Recreation Center would be completed for presentation to the Council at their meeting on February 1, 1943. Mr. Hastings further stated that the party who had made an offer of purchase for the houses owned by the City at the intersection of North Division Street and Salisbury Blvd. had requested a reply.

7. At 8:30 the City Engineer opened the bids received for the furnishing of 20,000 water bills, 10,000 delinquent notices, 5,000 final notices and 500 meter cards for the Water Department. The bids received were as follows:

Hastings Brothers Company,	for	entire	order	$95.00
W. Austin Moore,	"	"	"	80.00
J. Ryland Taylor & Son	"	"	"	75.00
Salisbury Advertiser	"	"	"	92.25
Eugene M. Messick & Son	"	"	"	60.00

Upnn motion duly seconded and passed the City Engineer was authorized to award the bid to the lowest bidder; namely, Eugene M. Messick & Son.

8. The Plumbing Inspector reported having difficulty in keeping the thermostat in the Council Room set. The Council requested Mr. White to warn all employees not to change the thermostat and to keep a closer check on it.

9. Messrs. Grier, Gray and Hall, representing the Civil Service Commission, and Mr. Hughes, Secretary of said Commission, appeared before the Council and read the tentative regulations governing vacation and sick leave for persons in the employ of The Mayor and Council of Salisbury. This letter, attached to the minutes, was ordered to be held for further consideration. The Commission requested several appointments with the Mayor and Council for the purpose of embodying their regulations establishing a civil service into a bill to be sent to the General Assembly of Maryland for enactment into a public local law.

10. City Engineer Gardner reported that the Works Progress Administration in preparation for the discontinuance of its activities, had agreed to give the City a one thousand gallon tank and a ten gallon visible pump which had been used in the operations at the Airport.

11. City Engineer Gardner presented the financial report of the Water Department for the quarter ending December 31, 1942. Upon motion made, duly seconded and passed the report was ordered filed with the minutes and copies published in the Salisbury Times and the Salisbury Advertiser.

12. City Engineer Gardner stated that the city dump was being used by unauthorized persons who placed refuse at points where the City was required to procure a bulldozer to level the dump. He reported that this operation caused an unnecessary expenditure by the City and asked the Council if they desired to install a gate at the entrance. The Council decided to consider this matter until the next meeting.

13. City Engineer reported receiving a complaint from Mr. Ray Gordy in regard to the grade of Liberty Street as established by the City. Mr. Gordy contended that the grade of Liberty Street being so far below the grade of his sidewalkkcaused him to damage his automobile in driving across his entrance. The Council took no action upon this matter.

14. City Engineer reported having received complaints concerning the water supply from persons living on East Church Street. He further stated that he had ordered certain new parts for the ammoniating machine at the Water Plant which would correct the difficulty.

15. City Engineer presented a bid from the J. I. Holcomb Mfg. Company, of New York City, for furnishing wire for the street sweeper. This proposal offered Calibar bass at twenty-seven cents a pound and Sherbro bass at twenty-five cents a pound. Upon motion duly seconded and passed, the City Engineer was authorized to purchase one ton of Sherbro bass.

16. City Engineer presented a letter from the Precision Development Co. requesting the surfacing of East College Avenue from South Division Street to the N. Y. P & N. Railroad right of way. It was brought to the attention of the Council that the Railroad Company had not widened the East College Avenue crossing to conform to the width of the Avenue. The City Engineer was instructed to contact the N. Y. P. & N. in an effort to get the crossing widened before the work of improving the Street was started. A copy of this letter was ordered sent to the Precision Development Co.

17. City Engineer presented a request from Roberts Associates for the extension of water mains to houses located on Wicomico Street now occupied by workers of Southern Materials Corporation. The City Engineer stated that he had requested permission from the War Production Board for approval of this extension, a copy of his letter to the War Production Board being attached to these minutes.

18. City Engineer presented a letter addressed to the Pocahontas Coal Company setting forth facts to substantiate the City's request for a priority on a stoker unit for installation at the City Hall. A copy of the letter was ordered attached to the minutes.

19. City Engineer stated that the Salvation Army had requested the Engineering Department to make asurvey of a lot located in the rear of the Army Hall which was to be purchased by the Army for recreational purposes. On motion duly seconded and passed the City Engineer was authorized to have the survey made by the personnel of the Engineering Department.

20. City Engineer reported that construction operations at the Salisbury-Wicomico County Airport had been assumed by the City Aeronautics Authority. Mr. Murray of the CAA requested that the City Engineering Department continue as designing and advisory engineers on this project. Upon motion duly

Upon motion duly seconded and passed the City Engineer was instructed to continue in an advisory capacity and the Engineering Department to continue as designing engineers, provided the County Commissioners of Wicomico County concurred by passing a similar motion.

21. City Engineer reported that he had a request from Albert H. Wessel of the CAA for certain drawings pertaining to the Salisbury Airport project. In order to protect these drawings he had forwarded the originals to Renninger & Graves to have prints made for the City's files. Upon motion duly seconded and passed the action of the City Engineer was ratified and confirmed.

22. City Engineer reported that the County Commissioners had granted the Mayor and Council an appointment at 3 :00 P.M. on January 26 to discuss regulations covering dim-outs and the Airport project.

23. City Engineer reported the receipt of six pumping units and 5400 feet of fire hose from the O. C. D. for civilian defense. He further stated that the City had received no couplings for the hose. The Council decided to discuss the matter of purchasing couplings with the County Commissioners at their meeting on January 26.

24. City Engineer brought to the attention of the Council several requests to convert Isabella Street from North Division to the Salisbury Boulevard into a through street. This matter was ordered presented to the Traffic Commission for instruction.

25. City Engineer presented bills for various items furnished the Civilian Defense Corps totaling one hundred thirteen dollars and twenty cents. He recommended the appointment of a Finance Committee under the Civilian Defense Corps to govern all such accounts. The Council decided to discuss this matter with the County Commissioners before taking any action thereon.

26. City Solicitor presented an agreement between the County Commissioners of Wicomico County, The Mayor and Council of Salisbury and The Asbury Methodist Episcopal Church of Salisbury for the rental of the Church bell located in the steeple of Asbury Church. Upon motion duly seconded and passed the President of the Council was authorized to execute this agreement, provided it was approved by the County Commissioners.

27. A motion was duly seconded and passed authorizing renewal of the insurance on the John L. Godfrey house located on the Airport and payment of the premium thereon from the Airport Fund.

28. The Clerk of Salisbury was authorized to supply the information requested about the municipality for publication in "The Municipal Year Book of 1943."

29. Upon motion duly seconded and passed, motion #23 of the minutes of the meeting of the Mayor and Council of Salisbury on January 18, 1943, was amended by strking out the words "and that they could be installed throughout the City." A copy of the motion as amended was ordered to be sent to the Eastern Shore Public Service Company.

30. The minutes of January 18, 1943 were read, amended and approved as amended.

31. Vouchers Nos. 19204-19228 inclusive were read, approved and authorized signed, with the exception of Voucher No. 19222 marked "void," upon a motion offered by Councilman Russell, seconded by Councilman Howie, and duly passed.

32. A letter from Wilson T. Ballard, of ghe State Road Commission of Maryland, requesting the City to pay the claim of Phillips Brothers, contractors, in the construction of the Salisbury By Pass in the amount of $3,832.04 was presented to the Council. This claim was presented by Phillips Brothers because of the increase in labor costs between the time when they were notified to proceed with the construction and the time when they actually began work. The City Solicitor was instructed to prepare a letter rejecting this claim to be returned to the Council for approval and signature.

33. The City Engineer reported that in several of the States municipalities were being granted surplus state funds to compensate them for expenses incurred in complying with the dim-out regulations. This matter was ordered presented to the General Assebmly of Maryland in an effort to obtain such funds for Salisbury.

34. The Council instructed the Acting Clerk to attach the letter containing the tentative regulations of the Civil Service Commission concerning vacations and sick leaves to the minutes to be discussed at a later meeting with the Civil Service Commission.

35. The President of the Council, W. T. Gardner, presented a request from Samuel S. Lecates for the exclusive right to sell the property purchased from E. Dale Adkins for the construction of the Salisbury By Pass. Upon motion duly seconded and passed, the Clerk of Salisbury was instructed to place this property with all real estate agents in Salisbury to be sold within the next 90 days at the price of $7,000 net to the City.

The meeting was adjourned at 11:32 P.M.

APPROVED:

Feb 1, 1943
Date

W. J. Gardner
President of Council

Wade H. Hinsley Jr.
Clerk

Invitations sent to the following:

Willing's
Salisbury
Maryland

Lucas Bros.,
219 E. Baltimore Street
Baltimore, Maryland

Wilson Jones Co.,
Elizabeth
New Jersey

White & Leonard
Salisbury
Maryland

Jan. 21st., 1943.

Willing's
Salisbury, Maryland.

Gentlemen:-

The Mayor and Council of Salisbury will receive sealed bids for the furnishing of Assessment Record Books for use in the Clerk's Office and will appreciate your quotation on the following:

Number	Article
10 to 15	Sectional post binders, endlock style, without metal hinge, with two 5/16" dia. posts, with Custom-Grade heavy close woven khaki canvas sides. Red Russian leather corners. Extra heavy binder board, beveled on four sides, round corners. Leather corners bound flush with cover binding. Canvas matching back flaps to be lettered in black. Post sections to be furnished to provide two inch capacity. To fit sample sheet size 16 13/16" x 13 7/8". Equal to or similar to Line 274 as shown in Wilson-Jones Catalog No. 142.

Bids will be opened on Monday, February 1st., 1943, at 8.00 o'clock, P.M. Please state the time required to make delivery on the above article.

The Mayor and Council of Salisbury reserve to themselves the right to accept or reject any or all bids for the above article as they may deem best for the interest of the City.

Very truly yours,

_____
Clerk of Salisbury

Copy for Mayor and Council minutes

COMMISSION;
F. A. GRIER, Chairman
WILLIAM C. GRAY
AVERY W. HALL

PERSONNEL OFFICER
ALTON E. HUGHES
P. O. Box 551

City of Salisbury

CIVIL SERVICE COMMISSION

SALISBURY, MARYLAND

January 25, 1943

The Mayor and Council of Salisbury
City Hall
Salisbury, Maryland

Gentlemen:

Replying to your request of November 4, 1942, for this Commission to recommend to you a Vacation and Sick Leave Plan with Pay for City Employees, I wish to advise that the following plan was adopted by the Commission at their meeting of January 20, subject to your approval:

I. VACATION PLAN

A. Eligibility: One (1) year of continuous service to constitute eligibility.

B. Coverage: All City employees.

C. Time: Eight (8) working days in any one fiscal year, cumulative over a period not to exceed one fiscal year at any time for a total of sixteen (16) working days.

D. Approval: Time for all vacations must be approved by the Department Head.

II. SICK LEAVE PLAN

A. Eligibility: One (1) year of continuous service to constitute eligibility.

B. Coverage: All City employees.

C. Time: A total of forty-five (45) working days in any calendar year--not to be accumulated.

D. Approval: Sick leaves, not exceeding three (3) days, will be granted upon a foreman's certificate. Any sick leave, exceeding three (3) days, must be authenticated by a doctor's certificate.

Extended Sick Leaves must be authenticated by a doctor's certificate presented weekly.

III. The Civil Service Commission reserves the right to review any case.

Very truly yours,

Alton E. Hughes
Secretary

AEH vg

RECEIVED BY PRIVATE WIRE FROM POSTAL TELEGRAPH

STANDARD TIME INDICATED IN THIS MESSAGE

Postal Telegraph

Mackay Radio *All America Cables*

Commercial Cables *Canadian Pacific Telegraphs*

THIS IS A FULL RATE TELEGRAM, CABLEGRAM OR RADIOGRAM UNLESS OTHERWISE INDICATED BY SYMBOL IN THE PREAMBLE OR IN THE ADDRESS OF THE MESSAGE. SYMBOLS DESIGNATING SERVICE SELECTED ARE OUTLINED IN THE COMPANY'S TARIFFS ON HAND AT EACH OFFICE AND ON FILE WITH REGULATORY AUTHORITIES.

Form 16 PW

C O P Y JIH NL 15 JAN 21, 1943

MR. CLARK GARDNER
STREET CLEANING DEPARTMENT
SALISBURY MARYLAND

CALIBAR BASS 27 CENTS DELIVERED SHERBRO BASS 25 CENTS DELIVERED TWO TO THREE WEEK DELIVERY.

J. I. HOLCOMB MFG. COMPANY
437- 11 AVENUE
NEW YORK CITY N.Y.

cc: Samuel S. Lecates, Inc.
Larmar Corporation
A. B. Crute
S. Franklyn Woodcock
Wier & Kolb

January 28, 1943

Samuel S. Lecates, Inc.
East Church Street
Salisbury, Maryland

Dear Sir:

At a meeting of the Mayor and Council on January 25, 1943, the Clerk of Salisbury was instructed to list for sale with all real estate agents in Salisbury the F. Dale Adkins' property situated on the Salisbury By Pass at William Street to be sold within the next ninety days at a price of seven thousand dollars ($7,000.00) net to the City.

The keys to the above mentioned property are held at the Clerk's office at the City Hall and may be obtained at any time during the regular office hours.

Yours very truly,

Wade H. Insley, Jr.
Clerk of Salisbury

WHI:nw

cc: Mayor & Council Minutes

The Mayor and Council of Salisbury
Roberts Industries

January 20, 1943

War Production Board
Division of Industry Operations
Washington, D. C.

Gentlemen:

The Department of Public Works, Water Supply Division, of the City of Salisbury, Maryland, is in receipt of a letter dated January 18 from Roberts Industries of Salisbury requesting a water main extension on Wicomico Street and across a right-of-way for the purpose of furnishing water facilities to three dwellings.

The dwellings are to be occupied by workers employed by the Salisbury Shipyards, Incorporated. This concern is doing repair work for the Southern Materials Corporation which, in turn, is furnishing practically one hundred per cent material for defense work. A copy of the letter requesting water facilities dated January 18 is enclosed for your perusal. For your information, the Salisbury Shipyards, Incorporated, is a shipbuilding facility under the jurisdiction of the Fifth Naval District, Naval Operating Base at Norfolk, Virginia. (Symbol: Navy, Fifth District - Confidential.)

The proposed water main extension will require the following materials which are to be withdrawn from our present inventories:

200 lin. ft. 2" galv. steel pipe
4 - 1" lead services with couplings
1 - 2"-way branch connection
1 - 2" gate valve
3 - 2"x1" galv. mall. crosses
2 - 1" black steel plugs
36 lin. ft. 3/4" C.W.I. pipe
3 - 3/4" inverted curb stops
3 - curb boxes

In order that a minimum of critical material may be used for this extension, we are substituting a 2-inch line in lieu of our standard practice of installing 6-inch cast iron main.

Please let us have your approval of this application at the earliest practicable date.

Very truly yours,

C. E.

City Engineer

CC ve
encl.

cc: Minutes of Mayor and Council Meeting

January 20, 1943

Pocahontas Coal Company
Salisbury
Maryland

Gentlemen:

Reference is made to our recent conversation concerning a stoker unit for the City Hall building in Salisbury, Maryland.

In order to substantiate our request for a priority on this equipment, we submit the following facts for consideration by the War Production Board.

It is essential that local governmental operations continue to function. At the present time, the following activities are being carried on in the City Hall building:

1. Protection of life and property - Police Department
2. Collection of income necessary to operate the City - City Treasurer's Office
3. Operation and maintenance of municipal water supply and sewerage system - Water Division
4. Preparation of plans, specifications, and field engineering on the Salisbury Airport, a National Defense Project - Engineering Division
5. Headquarters for all Civilian Defense activities for Wicomico County
6. Facilities for the dissemination of information pertaining to the recruitment of WAACs and WAVEs for Wicomico County.

Every effort is being made to conserve fuel oil. For example, the thermostat is locked at 65° F., for daytime

operations, and the oil burner unit is entirely disconnected Saturday afternoons, Sundays, and every week day night, with the exception of Monday nights.

At the present rate of fuel consumption, our supply will be exhausted in approximately thirty (30) days. In view of these circumstances, we trust that some arrangement can be worked out in order to continue local governmental operations.

Sincerely yours,

City Engineer

CG vg

(submitted in duplicate)

January 23, 1943

A-6

Mr. Albert H. Wessel, District Airport
Civil Aeronautics Administration
46 North Cameron Street
Harrisburg, Pennsylvania

Dear Mr. Wessel:

We have forwarded drawings, enumerated below, pertaining to the Salisbury Airport Project to Renninger and Grayes of Philadelphia requesting they make prints for us and forward you the tracings:

Item 1: Sheet No. 1 - MASTER PLAN

Item 2: Sheet No. 1 - GRADING DETAILS, RUNWAYS 1 & 2 SHOWING TYPICAL EARTH WORK

Item 3: Sheet No. 5 - DRAINAGE PLAN, RUNWAYS 1 & 2

Item 4: Sheet No. 6 - DRAINAGE PROFILES, RUNWAYS 1 & 2

Item 5: Sheet No. 6A- MISC. PROFILES & DETAILS, RUNWAYS 1 & 2

Item 6: Sheet No. 7 - STANDARD DRAINAGE DETAILS

Item 7: Five (5) Sketches of Intersections showing Warping for Runways 1 & 2

Item 8: One (1) Sketch of Section Through Runway showing Subgrade in Relation to Runway Crown

Item 9: One (1) Sketch showing Typical Section Through Base Course

Item 10: One (1) Sketch showing Typical Section Through Runway Pavement

This arrangement is pursuant to your request by telephone on January 22, 1943. Please acknowledge receipt of the tracings upon arrival at your office.

Inasmuch as the Sponsors have several thousand dollars in these drawings, we will appreciate your returning the tracings as soon as you obtain the necessary data from them.

Sincerely yours,

Claude Gardner

City Engineer

CG vg
cc: The Mayor & Council of Salisbury
The County Commissioners of Wicomico County

CITY HALL - SALISBURY, MARYLAND - FEBRUARY 1, 1943

The Mayor and Council of Salisbury met in regular session at the City Hall Monday evening, February 1, at 7:30 with the following members present: Mayor I. Virgil Hitchens, President of Council W. T. Gardner, Councilmen John G. Howie, Albin A. Hayman, Claude E. Russell with Councilman Clifford H. Duffy absent because of his wife's illness.

1. Mr. Samuel Lecates came before the Mayor and Council with a group from the Calvary Baptist Church consisting of Rev. Arthur Doepp, Mr. Hyslop and Mr. Green. Mr. Lecates informed the Council that the delegation might be interested in purchasing the Dale Adkins property on the By Pass.

   Mr. Hyslop, speaking for the group, asked the Council what terms the Council would ask for the sale of the property. He further asked if any zoning ordinance would restrict the building of a church on that location. In addition, he asked if he were right in thinking that the City had already agreed to place a retaining wall about the By Pass side of the property.

   The Council informed the delegation that they had already passed a resolution providing for the retaining wall. The Building Inspector informed the group that there was no zoning ordinance which would prohibit the erection of a church on the property. The Council informed them that the property had been offered to all real estate agencies for the net sim of $7,000 and in order to accept any other offer they would have to rescind the offer to the real estate agencies. The Council would, however, agree to consider any proposal that they might offer after their official board had met and passed on a definite proposal.

2. At 8 o'clock the Mayor and Council opened bids for sectional post binders as follows:

   WILSON JONES CO., Elizabeth, New Jersey - no bid.

   LUCAS BROS, INC., Baltimore, Maryland.
   6 to 11 binders $7.00 each
   12 to 23 binders 6.50 each
   2 to 3 weeks delivery

   WHITE & LEONARD, Salisbury, Maryland.
   10 to 15 No. 274 Wilson Jones 5.80 each

   Alternate - Stationer's loose leaf Progress Grade S binder 6.90 each
   Approximately 3 weeks delivery

   WILLING'S, Salisbury, Maryland.
   10 to 15 binders equal to Line 274 as shown in Wilson Jones Catalog No. 142 4.80 each
   Delivery in three weeks.

The above quotations were received in response to the following invitation sent to White & Leonard, Willing's, Lucas Bros., Inc., and Wilson Jones Co.:

10 to 15 Sectional post binder, endlock style, without metal hinge, with two 5/16" dia. posts, with Custom-Grade heavy close woven khaki canvas sides. Red Russiam leather corners. Extra heavy binder board, beveled on four sides, round corners. Leather corners bound flush with cover binding. Canvas matching back flaps to be lettered in black. Post sections to be furnished to provide two inch capacity. To fit sample sheet size 16 13/16" x 13 7/8". Equal to or similar to Line 274 as shown in Wilson-Jones Catalog No. 142.

Councilman Hayman offered a motion which was seconded by Councilman Russell and duly passed to award the bid to the lowest bidder, namely Willing's, provided the bidder would meet the specifications.

3. The minutes of the meeting of January 25 were read and approved upon a motion offered by Councilman Hayman, seconded by Councilman Howie and duly passed.

4. Acting Chief Wilson presented the police department's daily reports for the week together with the gasoline consumption report for the month of January which were both ordered accepted and filed.

5. The Acting Chief, Mr. Wilson, advised the Council that he recommended asking the Naval Authorities for naval police to police the streets in Salisbury over the weekend especially Saturday night. The Council accepted the recommendation and authorized him to contact the proper authorities.

6. Acting Chief of Police informed the Council that Mr. Phil Lewis had asked if there could be no parking signs placed in front of the depressed curb opposite his filling station on Church Street in order to prevent people from parking in front of his driveway especially on Sunday during church services.

The Council informed the Chief that present ordinances already prevent parking in front of depressed curbs.

7. The Harbor Master, Mr. Prag, presented his report for the month of January which was accepted and ordered placed on file.

He also reported a telephone call from Mr. Triplett of the Pennsylvania Railroad Company which informed him that he was now trying to secure someone to repair the wharf property on Mill Street.

8. Mr. C. L. Dickinson, Chairman of the Traffic Commission, came before the Mayor and Council and gave them the following recommendation: That a sign be erected on the east side of Park Avenue on the first telephone pole north of Chestnut Street reading "No Parking From Here To Corner." + Paint Curb Red - "+ Paint Curb Red"
Councilman Hayman offered a motion which was seconded by Councilman Howie accepting the recommendation and ordering the sign placed.

9. He also informed the Council that the committee was now studying a recommendation on three parallel boulevards running through the City, namely, North Division Street, Poplar Hill Avenue and the By Pass and said it was very likely that they would recommend the change of one street.

10. The Building Inspector presented his January report showing 11 permits issued. It was ordered accepted and placed on file.

11. The Building Inspector presented a plan for the new proposed colored recreational center in Salisbury.

12. The Plumbing Inspector presented his report for the month of January which was ordered accepted and placed on file.

13. Mr. James White presented a request from Mr. James S. Jones for a water connection to serve his newly purchased property on Lake Street. It was explained that this property was served through other property formerly owned by Dave Wroten. Councilman Hayman offered a motion which was seconded by Councilman Howie and duly passed approving the installation of a new water connection subject to a WPB ruling that connections could be made to property erected prior to July 1, 1942.

14. City Engineer presented application for sewer connection for the Irving V. Theis property at 102-104 Calloway Street together with an application for water connection at 104 Calloway Street also in the name of Theis.

Councilman Howie offered a motion which was seconded by Councilman Hayman and duly passed approving the installation of the water connection.

15. The City Engineer presented a letter from the Standard Oil Company of New Jersey which advised the Mayor and Council that they had prepared a new deed for their property on the By Pass at Old Water Street deeding a part of it to the City and incorporating in this deed all agreements pertaining thereto. They further advised the Council that it would be necessary to reconsider the agreement already executed relative to their barge lines in the By Pass right-of-way to their property.

Councilman Russell offered a motion which was seconded by Councilman Hayman and duly passed authorizing the City Solicitor to prepare new agreements for the barge line and authorized the City Engineer to notify the Standard Oil Company that the new deed they had submitted was satisfactory.

16. The City Engineer presented a letter written to Mr. P. W. Triplett, Superintendent Del-Mar-Va Division, Pennsylvania Railroad, which asked his attention to the widening of the East College Avenue Railroad crossing. A copy of the letter is attached to the minutes.

17. The City Engineer read a letter from J. Warren Belcher relative to the nursery schools in which the Council was informed that all nursery school projects would close February 11, 1943 unless there was written evidence to the effect that they had applied for Lanham Act Funds for their continuation.

18. The City Engineer presented a statement from Dr. Philip A. Insley in which he certified that Arthur Dykes would be unable to work for approximately two weeks. Councilman Russell offered a motion which was seconded by Councilman Hayman and duly passed authorizing the Treasurer to continue him on the payroll at his regular pay, until he was released by the doctor. It was stipulated if that he should secure a new certificate from the doctor if he had not returned in two weeks.

19. The City Engineer informed the Council that he had forwarded a request for deferrment for Mr. Percy Sterling to the draft board upon the request of Mr. W. C. Murray of the CAA and the request had been granted for a period expiring July 25, 1943. The Council was also informed that a similar deferrment had been granted Chief of Police Wm. Chatham expiring July 28, 1943.

20. The City Engineer read a letter from the FWA in which they returned PD Forms 84 relative to the end of operations at the airport asking that they be signed.

The Council authorized them submitted to the County Commissioners for their consideration.

21. The Mayor and Council received a letter from the OPA Oil Panel in which they asked that the City's heating system be changed from oil to coal. A letter was also read from the WPB which informed the Council that they would not approve the purchase of a coal stoker. The Council was also informed that a report from a local plumber said that it would be impossible to convert the present furnace to a coal burning furnace. The Council approved a letter to be written to the Oil Panel advising them of the plumber's report.

22. The Mayor and Council received a letter from Mr. Wright Barnes in which he agreed to rent the Barnes & Baysinger building to the City at $50.00 per month.

Councilman Russell offered a motion which was seconded by Councilman Hayman and duly passed authorizing the rental of the building at $50.00 per month in which to repair the garbage trucks and street sweeper since there was no other suitable space available.

23. The City Engineer called the Council's attention to the matter of cleaning 5 trucks which were deteriorating because of rust. The Council approved the expenditure of a sum not in excess of $25.00 for cleaning these if an arrangement could be reached with the State Roads Commission.

24. The City Engineer presented purchase order No. L-78 for 1,000 meter parts of two different sizes. The purchase was approved upon a motion offered by Councilman Howie, seconded by Councilman Hayman and duly passed.

25. The City Engineer presented estimates from Tull & Jones for the sum of $40.00 plus $1.25 an hour for additional work; Eastern Shore Body Works for the sum of $60.00 for refinishing all wood parts of station wagon body and replacing rod and wood parts and tail gate, dress top, clean and wax fender and wood. The Council authorized the award to the lowest bidder with the provision that any additional work must be authorized after an inspection.

26. The Mayor and Council received a letter from Mr. William Shores requesting a salary raise. The Council took the matter under consideration.

27. The City Engineer presented a letter written to the War Production Board together with a reply informing him of their approval of a water service extension to serve the houses of Roberts Industries on Wicomico Street. Councilman Hayman offered a motion which was seconded by Councilman Howie and duly passed approving the extension subject to the letter granting authority by the WPB dated January 28, 1943.

28. A letter was presented from the CAA signed by Albert H. Wessell, District Engineer of Harrisburg, Pennsylvania, which acknowledged receipt of the master plans for the airport.

29. The Mayor and Council received a letter on a new type portable pump which might be considered for Civilian Defense use. The Council took the matter under advisement.

30. The City Engineer presented a request from Mr. Ray Gordy on Liberty Street for a change in street elevation in order to lower his sidewalk elevation and driveway entrance. The Council took no action in the matter.

31. The City Engineer was authorized to place a gate at the Willow Street entrance to the dump and to move the house near the gate.

32. The Council received a letter from E. D. Owen Davis of Benjamin's in which he asked the Council to authorize the acceptance of a check in the amount of $1,058.50 tendered in payment of Benjamin's taxes without interest charges as they had not been paid during September because they were inadvertantly filed in a paid file. The Council instructed the Clerk to advise Mr. Davis that they would be unable to accept his check for taxes without the inclusion of interest to date.

33. The City Solicitor presented a letter written to Mr. Wilson T. Ballard, Chief Engineer of the State Roads Commission, Baltimore, Maryland, in which he was informed that the City could not consider Phillips Bros. claim for an additional payment in connection with the By Pass construction. A copy of the letter is attached to the minutes.

The Mayor and Council unanimously approved the letter and authorized the Mayor to affix his signature thereto.

34. The City Solicitor was instructed by the Mayor and Council to write the real estate agencies previously notified to offer the Adkins' property on the By Pass for sale that they were withdrawing their listing of this property from their hands.

Councilman Russell offered the motion which was seconded by Councilman Hayman and duly passed.

35. The City Solicitor reported that he had received advice that he could secure deeds from all people interested in Shellhorn's Dam with the possible exception of the Parker's. The Mayor and Council upon a motion duly offered, seconded and passed authorized the City Solicitor to go ahead with the deeds or releases for its acquisition.

36. Vouchers No. 19229 to 19276 inclusive were read, approved and authorized signed by a motion offered by Councilman Hayman, seconded by Councilman Russell and duly passed.

The meeting adjourned at 11:25 P.M.

APPROVED:

_____
President of Council

Wade H. Dudley
Clerk

2/8/43
Date

cc; The Mayor and Council of Salisbury

January 27, 1943

Mr. P. W. Triplett, Superintendent
Delmarva Division
The Pennsylvania Railroad Company
Cape Charles, Virginia

Dear Sir:

Several months ago the Mayor and Council of Salisbury requested the Pennsylvania Railroad to relocate signals and widen the grade crossing at College Avenue in this City.

At the present time, we have a 50-foot street, except at the grade crossing where it narrows to approximately 15-feet. This bottleneck is prejudicial to public safety, notwithstanding the fact that this Precision Development Company, which is engaged exclusively in the manufacture of implements for National Defense, has repeatedly requested the city authorities to eliminate the hazardous condition.

The Wicomico Farmers Cooperative Auction Market is also situated on this street and their operations necessitate unusually heavy hauling of food products, which is a very important enterprise in this emergency.

You can readily see that with the increased number of trains, coupled with the increased vehicular traffic, it is absolutely necessary for the grade crossing to be widened and the signal lights to be relocated.

Kindly give this matter your immediate attention.

Very truly yours,

The Mayor and Council of Salisbury

City Engineer

CC vs

cc: Precision Development Company
College Avenue
Salisbury, Maryland

February 2nd., 1943.

Mr. Wilson T. Ballard, Chief Engineer,
State Roads Commission,
108 East Lexington Street,
Baltimore, Maryland.

Dear Mr. Ballard:-

The Mayor and Council of Salisbury at their regular meeting on February 1st., 1943, discussed the claim presented by Phillips Bros. to your Commission and in turn referred to the City.

At the time the contractors were notified to proceed with the work the right of way for the final unit of the Salisbury By-Pass was clear with the exception of several structures at its Northern end. The contractors could have started work upon receipt of your order at the Southern end of the unit or at any point except the Northernmost three hundred (300) feet, had they so desired. The Mayor and Council of Salisbury do not consider that there was any delay because of structures within the right of way.

We greatly appreciate the invaluable aid that the Commission gave the City in establishing both units of the Salisbury By-Pass. Had it not been for your Commission we realize that neither unit of the Salisbury By-Pass would today be a reality. However, the expenditures of the City on this final unit exceeded the allotted funds by the amount of nineteen thousand dollars ($19,000.00) which we were forced to secure from our general fund. With such a deficit we are unable, even if we considered the contractors' claim justifiable, to take any action with regard to payment thereof.

Very truly yours,

The Mayor and Council of Salisbury

By _____
Mayor of Salisbury.

CITY HALL - SALISBURY, MARYLAND - February 8, 1943

The Mayor and Council of Salisbury, Maryland, met in regular session at the City Hall on Monday, February 8, at 7:30 with the following members present: Mayor I. Virgil Hitchens, President of Council W. T. Gardner, Councilmen Albin A. Hayman, John G. Howie, Claude E. Russell with Councilman Clifford H. Duffy absent due to illness.

1. Mr. Edgar Dennis came before the Mayor and Council to request a permit for an addition to his chicken house on Church and Priscilla Street. The Mayor and Council informed him at the time they would consider the matter and instructed the Building Inspector who would advise them of their decision. Later during the evening the Council authorized the Building Inspector to allow repairs to the old building.

2. Mr. Glen Steele of West Locust Street came before the Mayor and Council with bills in the amount of $13.54 for work on his sewer line. It was explained that this expense was incurred trying to locate a sewer stoppage which turned out to be in the street and not on his property. He further explained he felt he should be reimbursed for this expense which he was put to. The Mayor and Council referred the account to the Plumbing Inspector for investigation and report.

3. Mary Marks (a gypsy) came before the Mayor and Council and advised them that her sister, Clara, who held a fortune tellers license in Salisbury was now working in Philadelphia in a defense industry. She asked if her license could be transferred to her until it expired. The Council agreed to consider the request.

4. In response to an invitation to bid on:

   Item 1. 300 tons of stone dust f.o.b. Mill Street

   Item 1A. Alternate - 300 tons of stone dust; 50% of which is to be delivered at stone pile at Mill Street with remainder delivered at stone pile at Willow Street Yard.

   the following bids were received:

   THE ARUNDEL CORPORATION

   Item 1. Slag dust - $2.15 per ton f.o.b. Mill Street

   POCAHONTAS COAL COMPANY

   Stone dust - $3.00 per ton f.o.b. dock or $3.50 f.o.b. any other point in Salisbury.

   Councilman Howie offered a motion which was seconded by Councilman Hayman and duly passed to award the contract to Pocahontas Coal Company, the only bidder on stone dust, on the basis of $3.50 f.o.b. stock pile.

5. Mr. F. A. Grier, Jr. came before the Mayor and Council and requested a meeting with the Mayor and Council for Friday, February 12 at 8:00 P.M. The Council agreed.

6. Mr. W. J. Talley of Lakeside Drive, City, came before the Mayor and Council requesting information on shooting air rifles within the City limits. He advised the Council that his daughter had been shot in the face with an air rifle within one-quarter of an inch of her eye. The Council informed him that they would look into the ordinances to see what could be done.

7. Acting Chief of Police Wilson presented his weekly police report which was ordered accepted and filed.

8. The City Solicitor was authorized to prepare a notice for the paper relative to ordinances on the discharge of firearms, air rifles and sling shots within the City limits.

9. The Harbor Master reported the Harbor seemed to be in a cleaner condition.

10. Mr. Irving Theis came before the Mayor and Council to request a building permit for a garage for the rear of his property on Calloway Street. Because of the odd shape of the property the request was granted subject a copy of plat attached thereto to show the lot lines.

11. The City Engineer presented a letter from the War Production Board in response to his request for instructions on purchasing broom steel and supplies and sewer materials. He was advised in the matter that Order No. P-46 approved extensions and house services to any house whose foundation had been laid before July 1, 1942.

12. The City Engineer was authorized to place a pole in the City Hall Yard on which to place an air raid siren upon motion duly made and passed.

13. The Mayor and Council discussed the financial side of the Civilian Defense work in Salisbury. A committee was authorized to go before the County Commissioners to seek aid financially for this work as the City's budget allotment was spent.

14. City Engineer read a letter from the representatives of the House of Delegates of Annapolis advising them that they would be glad to meet the City officials Wednesday afternoon.

15. The City Engineer presented a letter to T. Wright Barnes advising him of acceptance of an offer to rent the Barnes & Baysinger building from February 2 to March 2 for the sum of $50.00.

16. The City Engineer presented a request from the Police Department for the purchase of two cartons of flashlight batteries

16. Size D, No. 950, Everready. Councilman Hayman offered a motion which was seconded by Councilman Howie and duly passed authorizing the purchase of 5 cartons if priority could be obtained.

17. The City Engineer advised the Council that it would be necessary to obtain right-of-way agreements across private property in order to connect the Roberts Industries buildings on Wicomico Street for water service. Upon a motion authorized by Councilman Hayman, seconded by Councilman Howie and duly passed the City Solicitor was authorized to place the necessary agreements.

18. The City Engineer informed the Council that the wiring of the City barn had been inspected and tested and it had been found that voltage had decreased from 110 volts to 97 volts and recommended that No. 10 wire be substituted to prevent the loss. He informed the Council that the Art Craft Electric Supply Company would furnish 200 feet at $12.10. The purchase was approved upon a motion offered by Councilman Russell, seconded by Councilman Hayman and duly passed.

19. The City Engineer presented a bill from the Salisbury National Bank for rental of safe deposit box for the calendar year 1943 and recommended that it be paid from Water Department Acct. 436. The Council approved.

20. The City Solicitor presented an offer of $6.00 from Mr. Edgar Porter for an old building on the Broughton land now leased to Mr. Sam Dennis. The Council found they were unable to do anything because of it being leased at present.

21. The minutes of February 1, 1943 were read and after amending Article No. 8 and 35 to change the word resolution to recommendation, in No. 8 and to add the additional wofds or releases to that part of the resolution which reads "go ahead with the deeds or releases".

22. Vouchers No. 19277 to 19316 inclusive were read approved and ordered signed upon a motion offered by Council Hayman, seconded by Councilman Russell and duly passed.

23. The Mayor and Council authorized the cancelling of the fire insurance policy on the airport property belonging to formerly John L. Godfrey.

24. The City Engineer was authorized to bring up to date the schedule of bond and coupon retirements.

The meeting adjourned at 11:55.

APPROVED:

Feb 15, 1943
Date

W. S. Garrett
President of Council

Wade H. Dudley Jr.
Clerk

same to: Arundel Corporation
Pier 2, Pratt Street
Baltimore, Maryland

February 5, 1943

S-11,1

Pocahontas Coal Company
Salisbury
Maryland

Gentlemen:

Quotations, by letter or telegram, on materials noted below will be received by the Mayor and Council at the City Hall, Salisbury, Maryland, until 8:00 P.M. Monday, February 8, 1943:

Item 1: 300 tons of Stone Dust, f.o.b. Mill Street Siding, Salisbury, Maryland.

ALTERNATE
Item 1A: 300 tons of Stone Dust; 50% of which is to be delivered to stock pile at our Mill Street Yard; and the remainder to be delivered to stock pile at our Willow Street Yard.

In submitting your quotation, please state approximate delivery date.

The Mayor and Council reserves the right to reject any and all bids.

Sincerely yours,

CG vg

City Engineer

blind copy for Mayor and Council Minutes

√ blind copy for Mayor and Council Minutes

February 3, 1943

C-1,1

Local Rationing Board
Gunby Building
Salisbury, Maryland

Gentlemen:

At a meeting of the Mayor and Council held Monday night, the writer was requested to acknowledge your letter of January 26.

The oil burner unit in the City Hall is an automatic oil-fired heater which cannot be converted for use with coal. For your information, the unit was manufactured by the National Radiator Corporation, has a steel boiler, Size 5, with Serial No. 11138.

In order to substantiate this opinion, a heating and plumbing contractor was requested to examine the unit with the probability of installing grates and we have been advised that this is not possible.

Under these circumstances, we will appreciate your consideration of our formal request made by the Honorable E. Virgil Littchens, Mayor of Salisbury, by letter dated January 20, 1943.

Very truly yours,

THE MAYOR & COUNCIL OF SALISBURY,

CG.vg

City Engineer

cc: Mayor and Council Minutes

February 3, 1943

Mr. T. Wright Barnes
Farmers & Planters Company
Salisbury
Maryland

Dear Mr. Barnes:

Your proposal of January 29 confirming an agreement with Mr. A. P. Isakson, Street Foreman, for the rental of Barnes and Baysinger Building, located on Salisbury Boulevard, was presented to the Mayor and Council at their meeting held last Monday night.

The Mayor and Council authorized the writer to notify you that the City agrees to rent this building for a period of one month, February 2 to March 2, for the sum of Fifty Dollars ($ 50.00). It is understood that the City will use this building as a garage in order to repair the garbage trucks and street sweeper equipment.

Very truly yours,

THE MAYOR & COUNCIL OF SALISBURY,

CG vg

City Engineer

CITY HALL - SALISBURY, MARYLAND - FEBRUARY 12, 1943

The Mayor and Council of Salisbury met in special session at the City Hall, Friday evening, February 12 at 7:45 P.M. for the purpose of meeting with the Civil Service Commission. The following members were present: Mayor I. Virgil Hitchens, President of Council W. T. Gardner, Councilmen Albin A. Hayman, John G. Howie, Clifford H. Duffy, and Claude E. Russell.

1. Mr. W. T. Holland came before the Mayor and Council to advise them that he had met with the Kiwanis, Rotary & Lions Clubs of Salisbury and had asked them to write the Maryland Senators and Congressmen to assist in anyway possible to further the request of U. S. O. in securing Lanham Act funds for their continuation. He asked the Mayor and Council to likewise endorse their continuation and to so advise the Senators and Congressmen.

2. Mr. Fred A. Grier, Jr., Chairman, Mr. Avery W. Hall, Jr. Mr. W. C. Gray with Mr. Alton E. Hughes, Secretary, all of the Civil Service Commission, came before the Mayor and Council to present their new job classifications which they were recommending for adoption by the City. All were read by the Mayor and Council, discussed, approved and accepted as set forth below:

Title	Approved	Seconded	
1. Inventory Clerk	Hayman	Howie	past
2. Secretary-stenographer	Russell	Hayman	past
3. Chief Clerk - Water Dept.	Russell	Hayman	past
4. Senior Clerk - Water Dept.	Hayman	Howie	past
5. Chief Clerk - Treasurer's Office	Russell	Howie	past
6. Senior Clerk - Treasurer's Office	Russell	Howie	past
7. Junior Clerk - Treasurer's Office	Hayman	Howie	past
8. Secretary - Treasurer's Office	Russell	Hayman	past
9. Building Inspector	Hayman	Russell	past
10. after amending to include $1,000 bond			
10. Plumbing Inspector	Howie	Hayman	past
delete curb and gutter account from duties.			
11. Senior Engineer	Hayman	Howie	past
amend to read responsible for surveying instead of acquiring.			
12. Designing Engineer	Howie	Duffy	past
13. Junior Engineer	Hayman	Duffy	past
14. Senior Engineering Aid	Russell	Hayman	past
15. Civil Engineering Aid	Hayman	Russell	past
amend to read under supervision of Senior Engineers			
16. City Engineer	Russell	Hayman	past
17. Water & Sewer Superintendent	Russell	Hayman	past
18. Water & Sewer Foreman	Howie	Hayman	past
19. Asst. Water & Sewer Foreman	Hayman	Howie	past
20. Water & Sewer Construction & Maintenance man	Russell	Hayman	past
21. Water & Sewer Construction and Maintenance - Ordinary Laborer	Howie	Hayman	past

3. The Mayor and Council agreed to meet again with the Civil Service Commission Wednesday evening, February 17 at 7:30 to further discuss job classifications.

4. City Solicitor was authorized by the Mayor and Council to write letters to Maryland Senators and Congressmen endorsing support of the U. S. O. Center. The Mayor was authorized to sign said letters.

APPROVED:

_____
Date

_____
President of Council

_____
Clerk

CITY HALL - SALISBURY, MARYLAND - February 15, 1943

The Mayor and Council of Salisbury met in regular session at the City Hall Monday evening, February 15, 1943, at 7:30 with the following members present: Mayor I. Virgil Hitchens, President of Council, W. T. Gardner, Councilmen John G. Howie, Albin A. Hayman, and Clifford H. Duffy, with Councilman Russell absent because of illness.

1. A delegation consisting of representatives from the Rotary Club, the Lion's Club, and the Wicomico Gardens Club came before the Mayor and Council and presented written recommendations on the beautification of the new section of the Salisbury by-pass. A copy of the recommendation is attached to the minutes.

   Mr. Fulton Allen and Mr. C. C. Cartwright spoke for the delegation and informed the Council that they hoped some plan could be worked out whereby the City would retain ownership to the residue of the by-pass property in order that the buildings could be removed and the land beautified in order to make a more attractive entrance to the City. The Council agreed to consider the request and go as farewith it as it would be possible.

2. The minutes of the meeting of February 8, 1943 were read and were approved after amending one section which referred to a Mr. Edgar Dennis instead of Mr. Sam Dennis. The motion was offered by Councilman Hayman, seconded by Councilman Howie and duly passed.

3. Acting Police Chief Carl Wilson presented the monthly parking violations report together with his weekly log both of which were ordered accepted and filed upon a motion offered by Councilman Hayman, seconded by Councilman Howie, and passed.

4. Acting Chief Wilson informed the Council he had received a letter from the Federal Communications Commission asking why the City could not use their old police radio set. The Mayor, with the aid of the City Solicitor, was delegated as a committee to investigate the request for a report at the next meeting.

5. The Harbor Master Mr. Prag reported that a section of the Dickerson property near the W. Main Street bridge had caved into the river. He was instructed that he should notify the owner that it should be repaired.

6. The Plumbing Inspector Mr. White reported on the bills of Mr. Glen Steel as presented at the last regular meeting. He informed the Council that it was his opinion that Mr. Steel should pay the item of $3.74 which was for a clean out stack and that the City should bear one-half of the expense of the other two bills since the stoppage was in the street.

7. Councilman Hayman offered a motion which was seconded by Councilman Howie and duly passedthat the recommendation offered by the service clubs and the Garden Club be referred to the Park Commission and that the Mayor and City

Engineer be authorized to sit with them when reviewing the recommendation.

8. Councilman Hayman offered a motion which was seconded by Councilman Duffy and duly passed that the Traffic Commission be requested to make a study of the traffic lights in the City to determine if any of the lights could be cut off after midnight or if any of the present lights could be discontinued for the time being, as recommended by the O.D.T.

9. City Engineer presented an estimate from White & Leonard's for the factory overhauling of the Water Department's envelope sealing machine. It was as follows:

"Complete new set of belts clean & overhaul including labor $13.75
Replace defective water bottle & sockets 3.50
Express & insurance charges 2 ways 3.02
$20.27

It will require 10 days upon receipt of a signed order to have this machine repaired."

The Council found the repair had already been authorized.

10. City Engineer presented a letter from the C.A.A. which advised him that the Salisbury-Wicomico County Airport had been alloted an additional sum of $110,219.61, making a total to date of $1,052,889.61.

11. City Engineer reported on the ditching about the airport and on the zoning request of the C.A.A. and informed the Council that he would take the matter up with the County Commissioners if it was satisfactory to the Council. He was instructed that it would be subject, however, to the concurring approval of the County Commissioners.

12. City Engineer informed the Council that he had a request from the C.A.A. that the original plans for the runways be sent to their office in order that reproductions could be made. Mayor and Council approved and authorized that these drawings be forwarded.

13. City Engineer reported he and Councilman Russell had met with the County Commissioners relative to the Commissioners' assuming the remaining costs for Civilian Defense for the fiscal year. He reported that the Commissioners advised them that they would consider taking over the remaining costs but felt that the City should share equally with them in paying off the bills on hand in the approximate sum of $600.00. He was advised further that they were drawing their voucher for $300.00, one-half of the amount above. Councilman Howie offered a motion seconded by Councilman Duffy and duly passed authorizing the Treasurer to draw a $300.00 voucher to the order of John W. Downing, Treasurer, Civilian Defense Council.

14. City Engineer presented the Fire Department's gasoline report for the months of December and January. It was ordered accepted and placed on file.

15. Vouchers No. 19317 to 19343 inclusive were read, approved, and ordered signed upon a motion offered by Councilman Hayman, seconded by Councilman Howie, and duly passed.

16. City Treasurer presented a bill in the amount of $380.00 together with a letter of explanation from the Pocohantas Coal Company.

After finding that the $380.00 bill was the last installment due on the iron fireman at Fire House #1, it was ordered paid. The Council agreed that they would discuss purchases of coal for the period following November 12, 1942 at their next meeting and arrive at some decision on how it should be handled.

17. The Council received copies of letters written to the following: Honorable David J. Ward, Member of the United States Congress, Honorable George L. Radcliffe, United States Senator, and Honorable Millard E. Tydings, United States Senator, all asking for assistance in securing financial aid for the U. S. O. in Salisbury.

18. City Treasurer presented a statement of Income and Disbursements of the General Fund from October 1, 1942 to January 31, 1943.

19. City Solicitor was authorized to proceed with the advertising of the Dale Adkins property on the by-pass at William Street.

The meeting adjourned at 10:30 P.M.

APPROVED:

Feb 22, 1943
Date

W. J. Gorman
President of Council

Wade H. Insley Jr.
Clerk

February 11, 1943

Mayor and City Council
Salisbury
Maryland

Gentlemen:

With the realization that attractive surroundings make for better living of our citizens and more interested and appreciative visitors to our community, the undersigned members of the Community Service Committee of Salisbury Rotary Club respectfully call the attention of the Mayor and Council to a matter in which we believe attention to policy at this time will yield dividends in a more attractive city and thereby also pay in intrinsic rewards during the succeeding years.

Inasmuch as the new Boulevard through the city has suddenly become our front door, it behoves us to make such improvements as will add to its attractiveness, both for our civic pride as well as to appeal to tourist and visitor. Specifically, we would make the following recommendations.

First, the area of block bounded by the new Boulevard, Church Street, Ellen Street, and William Street, is mostly owned by the City at this time. By acquiring the balance of this area, as soon as practical, a park could be made which would not only add to the attractiveness of the city to visitors but would provide an oasis in the midst of a district which will with the advent of the Boulevard, doubtless, increase in importance as a commercial area, and it will certainly tend to increase land values in the district.

Second, the area bounded by the Boulevard, North Division Street, and Union Avenue, is now owned by the city with the exception of one house and lot. Looking to the future when it is planned to open a west bound highway through Union Avenue, this will be a very important junction, both with North Division Street and the Boulevard. Because of this importance it becomes desirable that this triangle be preserved as a park area.

It is not intended that any of these suggestions be carried to their ultimate development at the present time. It is realized that both from a monetary standpoint as well as man power this is impractical. However, we do believe that the formulation of a policy regarding certain future improvements would greatly simplify future development and possibly even prevent such development from being impossible at some future time.

We suggest that the income from the habitable properties now owned by the city in these areas be used to offset the cost of acquiring the remainder of these areas needed, looking to the time when it will be feasible to develop them. We suggest the other areas now owned by the city on the northern end of the boulevard be sold when it seems to best advantage and these amounts applied to the acquisition of needed lots to complete the development recommended. We suggest that building on these areas be discouraged either by purchase or some feasible means pending their purchase.

We also suggest that trees be planted along the Boulevard wherever possible.

We do not wish to presume to tell you gentlemen how to run the affairs of the city. We believe you are trying to serve the city to the best of your ability and feel that you welcome suggestions from the people you serve. It is in this spirit we offer these suggestions for your consideration.

Respectfully yours,

February 15th., 1943.

Honorable Millard E. Tydings,
United States Senator,
Senate Office Building,
Washington, D. C.

Dear Senator Tidings:-

The Service Men's Recreation Center of Wicomico County, Maryland, an organization composed of the leading citizens of our City, has been operating a Center in Salisbury for the men in our Armed Forces for a year. The operations have increased each week to such an extent that today, due to the large number of men being cared for, the total expense has reached such a sum that operations cannot continue without financial aid from some source.

The Committee in charge of the Center has been informed that funds are available under the provisions of the Lanham Act. At present every effort is being made to secure such funds so that the Center may continue to supply facilities necessary to maintain the morale of the men in the Armed Forces located in the camps in this section.

I cannot overstate the importance of this Center to the National Defense efforts and to Salisbury and Wicomico County. While our boys are giving so much, we must support them in every manner possible. I am hereby requesting you to do every thing within your power to assist our Committee in securing Lanham Act funds.

Very truly yours,

J. Virgil Hitchens,
Mayor of Salisbury.

February 15th., 1943.

Honorable George L. Radcliffe,
United States Senator,
Senate Office Building,
Washington, D. C.

Dear Senator Radcliffe:-

The Service Men's Recreation Center of Wicomico County, Maryland, an organization composed of the leading citizens of our City, has been operating a Center in Salisbury for the men in our Armed Forces for a year. The operations have increased each week to such an extent that today, due to the large number of men being cared for, the total expense has reached such a sum that operations cannot continue without financial aid from some source.

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Very truly yours,

I. Virgil Hitchens,
Mayor of Salisbury.

February 15th., 1943.

Honorable David J. Ward,
Member of United States Congress,
First Congressional District,
Salisbury, Maryland.

Dear Congressman Ward:-

The Service Men's Recreation Center of Wicomico County, Maryland, an organization composed of the leading citizens of our City, has been operating a Center in Salisbury for the men in our Armed Forces for a year. The operations have increased each week, to such an extent that today, due to the large number of men being cared for, the total expense has reached such a sum that operations cannot continue without financial aid from some source.

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I cannot overstate the importance of this Center to the national defense efforts and to Salisbury and Wicomico County. While our boys are giving so much, we must support them in every manner possible. I am hereby requesting you to do every thing within your power to assist our Committee in securing Lanham Act funds.

Very truly yours,

I. Virgil Hitchens,
Mayor of Salisbury.

CITY HALL - SALISBURY, MARYLAND - FEBRUARY 17, 1943

The Mayor and Council of Salisbury met in special session Wednesday evening, February 17 at 7:30 at the City Hall in order to receive the recommendations of the Civil Service Commission relative to classifications of personnel.

1. The Mayor and Council received the list of classifications as presented below:

1. Water Plant Operators	Howie	Duffy	Passed
2. Fire Dept. Building & Equip. Custod.	Howie	Duffy	Passed
3. City Hall Attendant	Hayman	Howie	Passed
Amend to be under Building Inspector and Chief of Police			
4. Meter Reader & Collector	Hayman	Howie	Passed
5. Traffic Equipment Supervisor	Howie	Hayman	Passed
6. Traffic Equipment Asst.	Hayman	Howie	Passed
7. Garbage Collector Foreman	Hayman	Howie	Passed
8. Garbage Collectors	Hayman	Howie	Passed
9. Street Foreman	Hayman	Howie	Passed
10. Road Machinery Oper.-Heavy Equipment	Howie	Hayman	Passed
11. Light Road Equipment Operator	Howie	Hayman	Passed
12. Street Maintenance, Semi-skilled laborer	Hayman	Howie	Passed
After eliminating the words as how to do it from the paragraph on Supervision.			
13. Street Maintenance -Ordinary Laborer	Howie	Hayman	Passed
14. Yard Custodian & Stores Clerk	Hayman	Howie	Passed
15. Police Clerk	Hayman	Howie	Passed
Amend to delete male required			
16. Police Patrolman	Hayman	Howie	Passed
17. Motor Cycle Patrolman	Hayman	Howie	Passed
18. Investigator	Held in abeyance.		
19. Police Sergeant	Hayman	Howie	Passed
20. Police Lieutenant	Hayman	Howie	Passed
21. Police Chief	Howie	Hayman	Passed

2. At the completion of the hearings on personnel classifications the Mayor expressed his compliments to the Commission for their long work and splendid results.

3. Councilman Hayman offered a motion which was seconded by Councilman Duffy and duly passed instructing the Treasurer to draw a voucher to the Water Department for the sum of $165.40 to reimburse the Water Department for voucher No. 18936 drawn to the Salisbury Iron and Steel Scrap Co. The new voucher was to be charged to the Contingent Fund.

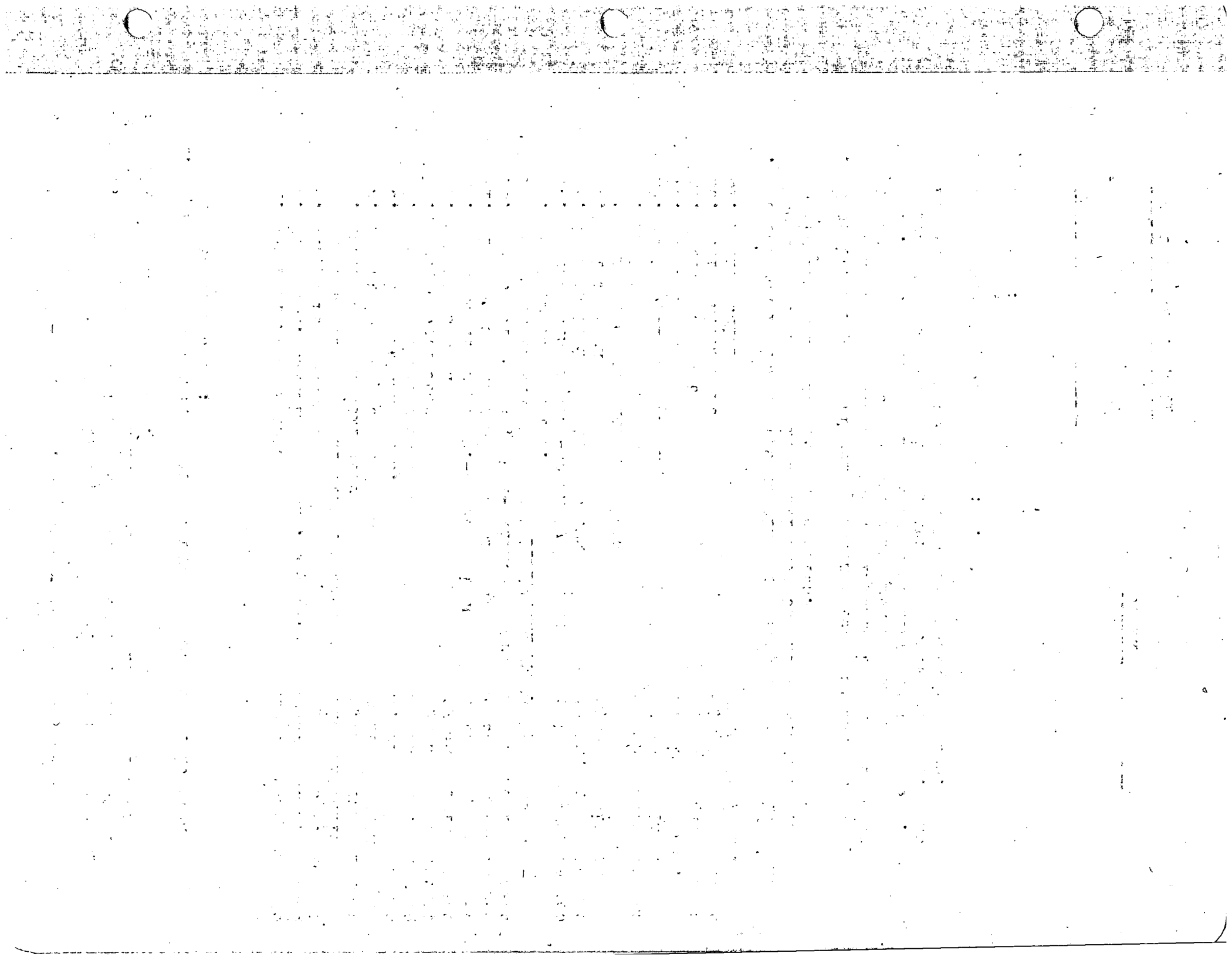
The meeting adjourned at 12:00.

ADJOURNED:

_____
Date

_____
Clerk

_____
President of Council



CITY HALL - SALISBURY, MARYLAND - FEBRUARY 22, 1943

The Mayor and Council of Salisbury met in regular session at the City Hall, Monday evening, February 22, 1943 at 7:30 with the following members present: Mayor I. Virgil Hitchens, President of Council W. T. Gardner, Councilmen John G. Howie, Albin A. Hayman, Claude E. Russell, and Clifford H. Duffy.

1. Mr. Douglas Sergeant, Head of the Civilian Defense Auxiliary Police, came before the Mayor and Council and explained the organization of the auxiliary police and advised the Council that they had reached the point that they should now know something of their authority. He explained that if they were to have none that they should know it now before going further with the intention of training and that if they were to be given some authority it should be made known promptly. After some further discussion the Mayor and Council advised him that the Mayor would discuss the matter with the City Solicitor and give him an answer Tuesday the 23rd.

2. Acting Chief Wilson presented his weekly log together with the consolidated monthly report, both of which were ordered accepted and filed upon a motion offered by Councilman Hayman, seconded by Councilman Rusell and duly passed. The Acting Chief requested permission to ask the Army for military police in Salisbury for the weekends. The Council authorized him to request services of the MPs.

3. The Harbor Master, Mr. Prag, presented a letter written to Hugh L. Dickinson/Estelta relative to their water front property.

   The Council requested the Harbor Master to contact Dr. Hurdle of the State Health Office and with him make a check of sewage entering the river from the Swift plant.

4. Mr. Harry Hastings, the Building Inspector, asked the Council if he should purchase new building permits in order to begin use of new numbered permits. The Council advised him that he could use his old permits before ordering the new ones.

   The Building Inspector advised the Council he was receiving numerous calls relative to victory gardens and asked for instructions in the matter. He was advised that he could assist them by giving them the names of the owners of any plots but that the rest of the details they understood to be the work of the Chamber of Commerce.

5. The Mayor and Council received a request to use part of the Lake Street playground property for victory gardens. The Council found the request should be referred to the committee in charge of the colored playground for their recommendations.

6. Rev. Doepp, Mr. Green and Mr. Lecates came before the Mayor and Council to advise them that they were interested in the Dale Adkins property and would give them a proposal for its purchase when bids were asked for.

7. The City Engineer presented a letter from P1 W. Triplett, Superintendant of the Pennsylvania Railroad advising him that

Mr. White had been instructed to consult with him promptly in the widening of College Avenue crossing and the moving of the flashing lights and do the work as soon as the approaches were widened and in shape for use.

8. The City Engineer presented a request for sewer connection on Rose Street to serve the property of Wade H. Insley. He explained the request had the approval of the Department of Health. The Council authorized the City Engineer to grant him a temporary permit for the sewer connection and directed that a letter be written covering the matter.

9. The City Engineer presented a letter to Albert H. Wessel in which it stated he was forwarded the following additional tracings under separate cover:

Sheet No. T-1, Plan of Taxi-ways
" " T-2, Center-line Profile of Taxi-ways
" " T-3, Plan of Plane Parking Area
" " R7-1, Wharped Intersections Runway No. 7

The letter, upon motion by Councilman Hayman, seconded by Councilman Russell and duly passed, was authorized attached to the minutes.

10. The City Engineer informed the Council he had been asked to write some letters relative to the new police radio set. The Mayor advised him to hold up any further correspondence as he was now studying the entire matter.

11. In response to an invitation to bid on 2 32 x 6 10 ply tires including tubes, both of No. 1 grade the following bids were received:

R. D. Grier:

2 32 x 6 Heavy duty 10 ply truck tire	@ 32.13	$64.26
2 32 x 6 Heavy duty black tube	3.95	7.90
		$72.16

Goodrich Silvertown Stores:

2 32 x 6 10 ply Goodrich Silvertown Speedliner casings	@ 32.79	$65.58
2 32 x 6 Goodrich Silvertown Tubes	4.03	8.06
		73.64
	Less discount	1.47
	Total	$72.17

Firestone:

2 32 x 6 Firestone Transport B & T	@ 40.61	$81.22
2 32 x 6 Firestone Transport Tubes	5.30	10.60
		$91.82

Councilman Duffy offered a motion which was seconded by Councilman Howie and duly passed authorizing the purchase of the two tires and tubes from the lowest bidder R. D. Grier and Sons Company for the sum of $72.16.

12. In response to an invitation to bid on recapping three 32 x 6 10 ply tires on City's garbage equipment, the following bids were received:

Hi-Mileage:		
3 32 x 6 recapping service	@9.00	$27.00
Firestone:		
3 32 x 6 recapping service	11.25	33.75
Cal's Recaps:		
3 32 x 6 recapping service	11.25	33.75

Councilman Duffy offered a motion which was seconded by Councilman Howie and duly passed that the bid be awarded to the lowest bidder, Hi-Mileage Treads, provided that the grade of rubber to be used was equal to the other bidders and that the thickness of rubber was equal to that offered by the other bidders.

13. The Mayor and Council received a letter from the Honorable David J. Ward, Member of the U. S. Congress, in which he advised the Mayor and Council that he had already talked with an official in the Federal Works Agency relative to favorable consider tion on the application for Lanham Act Funds for the U.S.O. Center and that he would do everything possible to assist in obtaining them.

The Mayor and Council also received a letter from Millard E. Tydings, Member of the U. S. Senate, in which he advised the Mayor and Council that the matter of the recreation center had already come to his attention and that he would be glad to help in any way he could.

14. The City Engineer presented an agreement signed by Mrs. Gladys C. Serman in which she granted the City the right to lay a water main across her property.

It was pointed out that the agreement was not signed and could not be signed by her husband since was in the U. S. Armed forces on foreign duty. Since his signature only represented a dowry right, the motion was offered by Councilman Russell, seconded by Councilman Hayman that the City proceed with the agreement in her name and instructed the City Engineer to advise the Roberts Industries in the matter.

15. The City Engineer presented a letter from Ormsby A. Court in which he offered to Col. Wm. B. Tilghman an old map in a good state of preservation made in the year of 1837 of the State of Maryland for the sum of $15.00. Councilman Hayman offered a motion which was seconded by Councilman

Russell and duly passed that Col. Tilghman be advised that the letter would be referred to the Wicomico Library thinking that they might be interested in it.

16. The City Engineer presented a request from Mr. W. F. Messick for the City to construct a driveway into his plant from Vine Street at his expense. The Council took the matter under consideration.

17. The City Engineer reported that the postoffice was now placing sidewalk on the Calvert Street side of the postoffice property between Water and Baptist Streets and that it would be advisable to place curb and gutter if possible.

18. Councilman Russell suggested that since the sidewalk was now in place on Calvert Street, the street would become narrower than ever and recommended no parking on the postoffice side of the street. The motion was duly made, seconded and past that the matter be referred to the Traffic Commission for their early recommendations.

19. The City Engineer presented a chart of the Mayor and Council showing the amount of interest the City was paying on its outstanding bonds and suggested some method of refinancing be considered in order to save interest charges.

The Council instructed the City Treasurer to ask Mr. Briele if he could come before the Mayor and Council at his earliest convenience to discuss with them further the proposal offered sometime ago to the City Treasurer.

20. The City Engineer reported that a garbage truck had been repaired for the sum of $298.73, the same work on which they had received an estimate of $600.00.

21. The City Engineer presented applications for 1943 automobile registration. Councilman Hayman offered a motion which was seconded by Councilman Russell directing the voucher be drawn to cover the expense of the new 1943 automotive equipment for the City.

22. The City Engineer informed the Council that he had been requested to be a member of a party going to Washington representing the U.S.O. to see if funds could be obtained for the U.S.O. The Council approved.

23. The City Engineer informed the Council that the County Commissioners had requested him to prepare the necessary papers for a subject proposal for the nursery schools sponsored by the City. The Council gave their approval.

24. The City Solicitor presented a plat of the E. Dale Adkins property at William Street and the By Pass together with a copy of a prepared advertisement for bids on the Dale Adkins property titled as follows:

The Mayor and Council of Salisbury. Advertisement for bids, for valuable commercial property, binding upon three streets, including the new Salisbury Boulevard, in the City of Salisbury, Maryland.

After reading the invitation to bid, the Mayor and Council approved for payment except Voucher No. 19357 which was withheld temporarily upon a motion offered by Councilman Hayman, seconded by Councilman Russell and duly passed.

25. Vouchers No. 19344 to 19368 inclusive were read and all approved for payment except Voucher No. 19357 which was withheld temporarily upon a motion offered by Councilman Hayman, seconded by Councilman Russell and duly passed.

26. The minutes of February 15, 1943 were read and approved upon a motion offered by Councilman Hayman, seconded by Councilman Russell and duly passed.

27. Councilman Hayman offered a motion which was seconded by Councilman Russell and duly passed to accept the Plumbing Inspector's recommendation in regards to the sewer work of Glen Steele which was to the effect that the City pay one-half of two bills in the amount of $5.00 and $4.80 for expenses he was being put to to determine that a stoppage in the sewer line was not on his property.

The Clerk was instructed also to forward a letter of explanation to Mr. Steele.

28. The City Clerk was directed to write Pocahontas Coal Company and request information on the amount of coal used at Fire House No. 1 in order that the Council might determine the most economical means of purchasing coal for that department.

29. The City Treasurer presented a copy of a letter addressed to Mrs. Elva H. Harrington in which a bill for the county's one-half share of airport cost to date in the amount of $906.45 was attached. A copy of it was ordered attached to the minutes.

30. The Mayor and Council received a card of appreciation from the Furniss children.

31. The Mayor and Council received a financial report from John W. Downing on the condition of the Civilian Defense Treasury.

The meeting adjourned at 11:00 P.M.

APPROVED:

W. J. Gordy
President of Council

Date

Walter A. Mealy Jr.
Clerk

THE MAYOR AND COUNCIL OF SALISBURY.

ADVERTISEMENT FOR BIDS,

FOR VALUABLE COMMERCIAL PROPERTY,

BINDING UPON THREE STREETS,

INCLUDING THE NEW SALISBURY BOULEVARD,

IN THE CITY OF SALISBURY, MARYLAND.

Sealed bids will be received by The Mayor and Council of Salisbury at the office of the Clerk of Salisbury, in the City Hall, West Church Street, Salisbury, Maryland, at any time until the hour of 5:00 o'clock, P. M., Eastern War Time, on

MONDAY, MARCH 15th., 1943,

for the purchase of the hereinafter described property. At 8:00 o'clock, P. M., on said date said sealed bids will be publicly opened and read at a meeting of the Mayor and Council of Salisbury in the Council Room of the City Hall.

Each bid must be enclosed in a sealed envelope addressed to the Clerk of Salisbury, City Hall, Salisbury, Maryland, and marked on the outside "Bid For By-Pass Property", and must be accompanied by a certified check drawn to the order of the Clerk of Salisbury for one Hundred Dollars ($100.00) to secure The Mayor and Council of Salisbury against all loss and expense resulting from the failure of the particular bidder to comply with his bid. No interest will be allowed on the amount of the deposit. Checks deposited by unsuccessful bidders will be returned to them upon the acceptance of the offer of the successful bidder.

Possession of the property will be given and all title papers thereto executed thirty (30) days from the date of acceptance of any bid and not before.

The property upon which bids are requested is described as follows: All that lot or parcel of land situate and lying in the City of Salisbury, in Parsons Election District of Wicomico County, State of Maryland, located on the West side of and binding upon the Salisbury Boulevard, on the South side of and binding upon William Street, and on the East side of and binding upon Ellen Street, and more particularly described

as follows: BEGINNING for same at an iron pipe settled in the ground at the intersection of the South line of William Street and the West line of Salisbury Boulevard; thence by and along said Boulevard South eighteen degrees and fifty-seven minutes West a distance of one hundred fifty and five tenths (150.5) feet; thence North sixty-six degrees and fifty-three minutes West a distance of seventy-six and fifty-five hundredths (76.55) feet to the East line of Ellen Street; thence by and along said Ellen Street North twenty-two degrees and fifty-four minutes East a distance of one hundred fifty (150) feet to the South line of William Street; thence by and along said William Street South sixty-six degrees and fifty-six minutes East a distance of sixty-six and fifteen hundredths (66.15) feet to the West line of Salisbury Boulevard and the point of beginning, EXCEPTING and RESERVING unto The Mayor and Council of Salisbury, its successors and assigns, an area of land at the Northeast corner of the above described tract having a twelve (12) foot radius for sidewalk purposes; and being a part of the same land which was conveyed unto The Mayor and Council of Salisbury by E. Dale Adkins, et ux., by deed dated July 7th., 1941, and recorded among the Land Records of Wicomico County, Maryland, in Liber J. W. S. No. 234, Folio 350.

This property is improved by a desirable three story frame residence converted into two apartments with separate front and rear entrances, all in good condition. The first floor apartment contains five rooms with kitchen, bath and two fireplaces. The second floor apartment contains four rooms with kitchen and bath. This house is heated by a hot water heating system with a modern Link-Belt stoker. Other improvements include a three car garage connected with heating system.

The residence may be inspected by prospective bidders by securing the keys from the office of the Clerk of Salisbury on week days between the hours of 9:00 A. M. and 5:00 P. M. A plat of the above described property is on file at said office and will be shown to prospective bidders upon request.

The Mayor and Council of Salisbury reserves unto itself the right to accept or reject any or all bids or offers for the above described property and for any reason deemed by it to be sufficient therefor.

TERMS OF SALE: Cash upon execution of title papers. All title papers and revenue stamps shall be at the expense of the purchaser

upon the acceptance of any bid.

By order of the Mayor and Council of Salisbury.

Wade H. Insley, Jr.,
Clerk of Salisbury.

February 19, 1943

Mrs. Elva Harrington
Wicomico County Commissioners
Salisbury, Maryland

Dear Mrs. Harrington:

We are forwarding you herewith a statement of the joint airport expenditures covering the period August 1, 1942 to January 31, 1943 inclusive in the total amount of $11,832.05 which leaves a balance due the Mayor and Council of $905.45 after deducting the checks already received.

Yours very truly,

Wade H. Insley, Jr.
Clerk-Treasurer

WHI nw

Encl.

February 19, 1963

Mrs. Elva Herrington
Wicomico County Commissioners
Salisbury, Maryland

Dear Mrs. Herrington:

We are forwarding you herewith a statement of the joint airport expenditures covering the period August 1, 1962 to January 31, 1963 inclusive in the total amount of $11,802.05 which leaves a balance due the Mayor and Council of $502.45 after deducting the checks already received.

Yours very truly,

Wade H. Insley, Jr.
Clerk-Treasurer

WHI:mw

Encl.

STATEMENT OF AIRPORT EXPENDITURES
August 1, 1942 to January 31, 1943

Date	Voucher		Amount	Total
		Total Joint Expenditures to Dec. 1, 1942		$10,019.14
Dec. 7	18965	Cavanaugh Motors Co. (Repairs)	$ 22.50	
Dec. 7	18968	J. Roland Johnson, Inc. (Glass)	2.79	
Dec. 7	18971	E. S. Adkins Co. (Lumber)	6.15	
Dec. 7	18984	Mayor & Council Payroll	196.00	
Dec. 14	18997	Mayor and Council Payroll	196.00	
Dec. 21	19002	Mayor and Council (Gasoline)	.80	
Dec. 21	19012	Warren Knight Co. (Repairs and adjusting transit)	45.08	
Dec. 21	19015	Mayor and Council Payroll	196.00	
Dec. 28	19026	Taylor Auto Supply Co. (Heater)	12.85	
Dec. 28	19042	L. W. Gunby Co. (Hammer and lacing)	1.00	
Dec. 28	19065	Mayor and Council Payroll	217.42	
				896.59
Jan. 4	19067	State Accident Fund (Insurance)	28.66	
Jan. 4	19070	State Accident Fund (Insurance)	25.50	
Jan. 4	19074	Mayor and Council Payroll	189.20	
Jan. 4	19075	Mayor & Council Victory Tax Deduct.	6.80	
Jan. 4	19080	E. S. Adkins Co. (Stakes)	12.00	
Jan. 4	19084	Goodrich Silvertown (2 tires & tubes)	28.80	
Jan. 11	19114	Mid City Garage (Grease & wash)	1.00	
Jan. 11	19118	Watten Knight Co. (Repairs and adjusting transit)	31.11	
Jan. 11	19126	L. W. Gunby Co. (Shellac, brush)	5.25	
Jan. 11	19169	Mayor and Council Payroll	189.20	
Jan. 11	19171	Mayor and Council Victory Tax Ded.	6.80	
Jan. 18	19193	Mayor & Council Payroll	189.20	
Jan. 18	19199	Mayor & Council Victory Tax Deduct.	6.80	
Jan. 25	19227	Mayor & Council Payroll	189.20	
Jan. 25	19228	Mayor & Council Victory Tax Deduct.	6.80	
				916.32

Date	Voucher			Amount	Total
			Total Volume Expenditures to Dec. 1, 1929		$10,314.16
Dec. 7	17568		Cavanaugh Motors Co. (Repairs)	$ 22.50	
Dec. 7	17569		J. Norval Jamison, Inc. (Stamps)	8.75	
Dec. 7	17571		H. C. Milne Co. (Lumber)	0.15	
Dec. 7	17574		Taylor & Johnson Electric	190.00	
Dec. 12	17577		Mayor and Council Payroll	190.00	
Dec. 13	17578		Mayor and Council (Expenses)	.00	
Dec. 21	17579		Peters Mfg. Co. (Supplies)	90.00	
Dec. 21	17580		Mayor and Council Payroll	180.00	
Dec. 23	17581		Taylor, Mro & Gray Co. (Lumber)	12.00	
Dec. 28	17582		P. O. Money Ord. (Express and postage)	1.00	
Dec. 28	17583		Mayor and Council Payroll	180.00	
				$817.25	
					0.00
Jan. 6	17584		Board of Education (Light and Water)	$6.00	
Jan. 6	17585		Peoples Ice Co. (Ice)	22.00	
Jan. 6	17586		Mayor and Council Payroll	180.00	
Jan. 6	17587		Taylor & Johnson, Inc. (Lumber)	0.00	
Jan. 6	17588		H. C. Milne Co. (Lumber)	12.10	
Jan. 6	17589		Mayor & Council Victory Park Dance.	0.00	
Jan. 6	17590		Mayor and Council Payroll	180.00	
Jan. 6	17591		Peoples Ice Co. (Ice)	22.00	
Jan. 6	17592		Electric Sign Co. (2 signs & hangs)	80.00	
Jan. 11	17593		Mrs. Lily Bruns (Music & meals)	1.00	
Jan. 11	17594		Mutual Ins. Co. (Repairs and ma-		
			jority of Bond)	21.11	
Jan. 11	17595		H. C. Milne Co. (Lumber, Nos. 2)	0.00	
Jan. 11	17596		Mayor and Council Payroll	180.00	
Jan. 11	17597		Mayor and Council Attorney Fee Aug.	0.00	
Jan. 11	17598		Mayor and Council Payroll	180.00	
Jan. 16	17599		Mayor & Council Payroll	0.00	
Jan. 18	17600		Mayor & Council Attorney Fee Dockets.	180.00	
Jan. 18	17601		Peoples Ice Co. (Ice)	0.00	
					0.00

Total Expenditures to January 31, 1943		$11,832.05
County's one-half share		$ 5,916.02
Less-		
Check Mar. 30, 1942	$1,000.00	
Check June 30, 1942	1,307.36	
Check Sept. 10, 1942	1,102.31	
Check Dec. 30, 1942	1,599.90	
		5,009.57
Balance due Mayor & Council by County Commissioners to January 31, 1943		$ 906.45

February 17, 1943

Respectfully submitted,

Wade H. Insley, Jr.
Clerk-Treasurer

Will nw

Total Expenditures to January 31, 1968 $11,826.08

County's one-half share $ 5,913.04

Check Nos. 30, 1948 $1,050.05
Check Nos. 50, 1968 1,904.50
Check Nos. 70, 1968 1,138.51
Check Nos. 90, 1968 1,919.00

$ 5,913.04

Balance due Wigar & Gomory by County Contributors to January 31, 1968 $ 5,913.04

February 15, 1968

Re: Proposed Subdivision,
Page M. Insley, et ux

Gentlemen:

[illegible]

cc: M

Letters sent to the following for bids.

Hi-Mileage Treads, Inc.	Delmar Road Salisbury, Md.
W. Calvin Livingston	E. Main St. City
Firestone	E. Main St. City

February 19, 1943

Firestone Tire & Rubber Co.
E. Main Street
Salisbury, Maryland

re: Department of Public Works Division - Tires

Gentlemen:

Sealed quotations on equipment noted below will be received by The Mayor and Council at the City Hall, Salisbury, Maryland, until 8:30 P.M., Monday, February 22, 1943. At which place and time the bids will be publicly opened and read.

Item 1: Recaping 3 - 32 x 6 10 ply tires on City's garbage equipment, and/or exchanging 3 - 32 x 6 10 ply recaped tires from your stock.

In submitting your bid please state if you are in a position to exchange recaped tires, as it is imperative that the City have this equipment immediately.

The Mayor and Council reserves the right to award a contract to the supplier who can furnish recaped tires immediately, although there might be some slight price differential. The Mayor and Council further reserves the right to reject any and all bids.

Yours very truly,

CG rb

City Engineer

Letters sent to the following for bids.

Mi-Village Tredg, Inc.	Delmar Road	Salisbury, Md.
W. Calvin Livingston	E. Main St.	City
Firestone	E. Main St.	City

February 19, 1963

Firestone Tire & Rubber Co.
E. Main Street
Salisbury, Maryland

re: Department of Public Works Dilvision - Tires

Gentlemen:

Sealed quotations on equipment noted below will be received by The Mayor and Council at the City Hall, Salisbury, Maryland, until 8:30 P.M., Monday, February 25, 1963, at which place and time the bids will be publicly opened and read.

Item 1: Receiving 3 - 32 x 6 10 ply tires on City's garbage equipment, and/or exchanging 3 - 32 x 6 10 ply recaped tires from your stock.

In submitting your bid please state if you are in a position to exchange recaped tires, as it is imperative that the City have this equipment immediately.

The Mayor and Council reserves the right to award a contract to the supplier who can furnish recaped tires immediately, although there might be some slight price differential. The Mayor and Council further reserves the right to reject any and all bids.

Yours very truly,

CC rb

City Engineer

Letters sent to the following for bids.

Goodyear	318 E. Main St.	City
B. F. Goodrich Co.	E. Main St.	"
Firestone	E. Main St.	"

February 19, 1943

Goodyear
318 E. Main Street
Salisbury, Maryland

re: Department of Public Works Division - Tires

Gentlemen:

Sealed quotations on equipment noted below will be received by The Mayor and Council at the City Hall, Salisbury, Maryland, until 8:30 P.M., Monday, February 22, 1943. At which place and time the bids will be publicly opened and read.

Item 1: 2 - 32 x 6 10 ply tires including tubes, both to be No. 1 grade.

These tires are to replace present tire equipment, which have been inspected and application for certificate has been made.

The Mayor and Council reserve the right to reject any and all bids.

Yours very truly,

CG rb

City Engineer

Letters sent to the following for bids.

Goodyear	318 E. Main St.	City
B. F. Goodrich Co.	E. Main St.	"
Firestone	E. Main St.	"

February 19, 1943

Goodyear
318 E. Main Street
Salisbury, Maryland

re: Department of Public Works Division - Tires

Gentlemen:

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Yours very truly,

CG rb

City Engineer

February 23, 1943

A-6
Salisbury, Md. Airport
CAA Docket 907-18-2

Mr. Albert H. Wessel
District Airport Engineer
Civil Aeronautics Administration
46 North Cameron Street
Harrisburg, Pennsylvania

Dear Mr. Wessel:

With further reference to my letter of February 16 regarding the Salisbury Airport Project, I am forwarding the following additional tracings under separate cover:

Sheet No. T-1, Plan of Taxi-ways
" " T-2, Center-Line Profile of Taxi-ways
" " T-3, Plan of Plane Parking Area
" " R7-1, Wharped Intersections-Runway No. 7

Please return the tracings as soon as you have made the necessary prints.

Sincerely yours,

City Engineer

CG:vg

cc: The Mayor and Council of Salisbury

February 23, 1943

A-6
Salisbury, Md. Airport
CAA Docket 904-18-2

Mr. Albert H. Wessel
District Airport Engineer
Civil Aeronautics Administration
46 North Cameron Street
Harrisburg, Pennsylvania

Dear Mr. Wessel:

With further reference to my letter of February 16 regarding the Salisbury Airport Project, I am forwarding the following additional tracings under separate cover:

Sheet No. T-1, Plan of Taxi-ways
" " T-2, Center-Line Profile of Taxi-ways
" " T-3, Plan of Plane Parking Area
" " R7-1, Warped Intersections Runway No. 7

Please return the tracings as soon as you have made the necessary prints.

Sincerely yours,

City Engineer

CG vg

cc: The Mayor and Council of Salisbury

January 27, 1943

Mr. P. W. Triplett, Superintendent
Delmarva Division
The Pennsylvania Railroad Company
Cape Charles, Virginia

Dear Sir:

Several months ago the Mayor and Council of Salisbury requested the Pennsylvania Railroad to relocate signals and widen the grade crossing at College Avenue in this City.

At the present time, we have a 50-foot street, except at the grade crossing where it narrows to approximately 18-feet. This bottle-neck is prejudicial to public safety, notwithstanding the fact that this Precision Development Company, which is engaged exclusively in the manufacture of implements for National Defense, has repeatedly requested the city authorities to eliminate the hazardous condition.

The Wicomico Farmers Cooperative Auction Market is also situated on this street and their operations necessitate unusually heavy hauling of food products, which is a very important enterprise in this emergency.

You can readily see that with the increased number of trains, coupled with the increased vehicular traffic, it is absolutely necessary for the grade crossing to be widened and the signal lights to be relocated.

Kindly give this matter your immediate attention.

Very truly yours,

THE MAYOR & COUNCIL OF SALISBURY,

CC vg

City Engineer

cc: Precision Development Co.
College Ave.
Salisbury, Md.

January 27, 1943

Mr. P. W. Triplett, Superintendent
Delmarva Division
The Pennsylvania Railroad Company
Cape Charles, Virginia

Dear Sir:

Several months ago the Mayor and Council of Salisbury requested the Pennsylvania Railroad to relocate signals and widen the grade crossing at College Avenue in this City.

At the present time, we have a 50-foot street, except at the grade crossing where it narrows to approximately 18-feet. This bottleneck is prejudicial to public safety, notwithstanding the fact that this Precision Development Company, which is engaged exclusively in the manufacture of implements for National Defense, has repeatedly requested the city authorities to eliminate the hazardous condition.

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You can readily see that with the increased number of trains, coupled with the increased vehicular traffic, it is absolutely necessary for the grade crossing to be widened and the signal lights to be relocated.

Kindly give this matter your immediate attention.

Very truly yours,

THE MAYOR & COUNCIL OF SALISBURY,

City Engineer

CG vg

cc: Precision Development Co.
College Ave.
Salisbury, Md.

CITY HALL - SALISBURY, MARYLAND - MARCH 1, 1943

At the close of the regular meeting of the Mayor and Council held Monday evening, March 1, 1943, a special meeting was called at which the following members were present: Mayor I. Virgil Hitchens, President of Council W. T. Gardner, Councilmen John G. Howie, Albin A. Hayman, Claude E. Russell, and Clifford H. Duffy. The meeting was called for the purpose of discussing the following matters.

1. The Mayor and Council read and discussed a notice to employees dated March 1, 1943, relative to rules and regulations covering the conduct of employees, approved it, and authorized it signed by the Clerk and posted in all of the offices of the City Hall.

2. The Mayor and Council also designated Mr. Percy Sterling to act for the City Engineer during his absence in all matters pertaining to the above mentioned notice.

3. Mrs. Ira Payne was likewise designated as the alternate in the Tax Department.

4. The Mayor and Council instructed the City Treasurer to handle all bank deposits or to designate someone in his office for the purpose.

The meeting adjourned at 12:30 P.M.

APPROVED:

3/15/43
Date

W. T. Gardner
President of Council

Wade H. Insley
Clerk

CITY HALL - SALISBURY, MARYLAND - MARCH 1, 1943

The Mayor and Council of Salisbury met in regular session at the City Hall, Monday evening, March 1, 1943, at 7:30 with the following members present: Mayor I Virgil Hitchens, President of Council W. T. Gardner, Councilmen John G. Howie, Albin A. Hayman, Claude E. Russell, and Clifford H. Duffy.

1. Mr. Preston Williams and Mr. Ray Gordy, representing the East Side Fire Company, came before the Mayor & Council to ask for money to cover the cost of their Blue Cross insurance.

   The Council advised them that funds were available in the budget under Convention Fund, if they desired to ask for part of it.

2. Acting Chief Wilson presented his weekly police log together with his monthly police car and motorcycle expense report. Both were ordered accepted and filed upon a motion offered by Councilman Howie, seconded by Councilman Duffy, and duly passed.

   Acting Chief Wilson discussed the need for Military Police in Salisbury again, and it was again approved for him to request Military Police from the Baltimore headquarters.

3. Mr. W. T. Holland came before the Mayor and Council and reported that the U. S. O. center in Salisbury had received the promise of a grant from the Government to assist in its continuation.

4. Mr. Douglas Sergeant came before the Mayor and Council to hear the reading of a new ordinance relating to Auxiliary Police and defining their powers.

5. The Harbor Master Mr. Prag presented his monthly report for the month of February, and it was ordered accepted and filed upon a motion offered by Councilman Russell and seconded by Councilman Hayman.

   The Harbor Master also presented a letter from Dr. S. H. Hurdle relative to trash in the harbor and explained it was a nuisance, as well as an eyesore.

   The Harbor Master reported that he had visited the plant of Swift and Company and had arranged with them to dilute their sewerage.

   The Harbor Master also reported that a dangerous condition existed on the Northwest end of the bridge on W. Main Street and explained that because of the blackout, the bridge approach was dark, and as there are no rails between the sidewalk and the river, it was possible for someone to walk off the sidewalk into the river. The Council ordered the matter referred to the Building Inspector for investigation and report.

6. The Building Inspector Mr. Hastings reported he was receiving numerous calls about dogs.

   The Building Inspector presented his monthly report covering the month of February which was ordered accepted and filed upon a motion offered by Councilman Hayman, seconded by Councilman Howie, and duly passed.

7. The Plumbing Inspector Mr. James White presented his monthly report for his department for the month of February. It was ordered accepted and filed upon a motion offered by Councilman Hayman, seconded by Councilman Russell, and duly passed.

8. The City Engineer, together with the street foreman, A. P. Isakson, recommended that the City add 10 feet to the Mill Street barn in order that there could be sufficient space to use it as a work shop in the repair and maintenance of City equipment. They approximated the cost at $212.00.

   Upon a motion offered by Councilman Duffy and seconded by Councilman Hayman, it was approved. The expenditure was to be made from the Contingent Fund as a capital outlay.

9. City Engineer discussed the matter of labor charges to the budget and recommended that the foreman be allowed to make some charges to other departments when the work done was definitely for another department. Councilman Russell offered a motion which was seconded by Councilman Hayman and duly passed authorizing the distribution of such charges.

10. The City Engineer presented a letter from T. Wright Barnes in which he offered to sell a lift to the City for a sum of $250.00. The City Engineer recommended its purchase and it was approved upon a motion offered by Councilman Russell, seconded by Councilman Howie, and duly passed. The expenditure was to be made from the Contingent Fund as a capital outlay.

11. City Engineer reported they were unable to progress with the survey of Meadow Street from Camden Avenue toward Oak Hill Avenue since they found no evidence of a right-of-way existing.

    The Council advised the City Engineer to take it up with Mr. Roberts.

12. City Engineer presented a Supplementary Agreement between the Mayor and Council of Salisbury and the Standard Oil Company of New Jersey which granted them certain privileges and rights in constructing, maintaining, and operating pipe lines for the transportation of petroleum derivitives below the surface of the Salisbury by-pass. Councilman Howie offered a motion, which was seconded by Councilman Duffy, and duly passed instructing the Mayor, the President of the Council, and the City Clerk to sign the said agreement.

13. The City Engineer requested authority to purchase twenty-four hydrant wrenches, twelve of which were to be charged to the Water Department, the other twelve to the Civilian Defense Council. The request was approved upon a motion offered by Councilman Russell, seconded by Councilman Hayman, and duly passed.

14. City Engineer reported a telephone call from Mr. Stanley Robins in which Mr. Robins requested a sidewalk to be placed in front of the Niblett property on the by-pass as was agreed in the by-pass agreement.

    Mayor and Council were informed that the Nibletts had received a cash settlement and found no evidence of an agreement to place a sidewalk and they were, therefore, unable to grant the request.

15. City Engineer informed the Council the City was receiving some pumpers for the use of Civilian Defense and requested permission to install some on the City's trucks.

    Authority was granted upon a motion offered by Councilman Russell, seconded by Councilman Hayman, and duly passed.

16. City Engineer recommended that 3 or 4 curbs at intersections in different parts of the City be painted white as a sample to aid pedestrians using the sidewalks at night. It was approved upon a motion offered by Councilman Russell, seconded by Councilman Hayman, and duly passed.

17. City Engineer was authorized to place some barbed wire about the entrances to the dump property in order to close off all entrances but the gates now being provided.

18. City Engineer presented a letter from the Northwestern Electric Company of Portland, Oregon, in which they offered to buy the police radio equipment at the City Hall.

    It was explained that the equipment would not be for sale.

19. City Engineer requested authority to purchase a quantity of flange bolts from the Pittsburgh Water Meter Company. Councilman Russell offered a motion which was seconed by Councilman Hayman and duly passed approving the purchase.

20. City Engineer also requested authority to purchase a small quantity of pipe fittings for the use of the Water Department, it likewise was approved upon a motion offered by Councilman Duffy, seconded by Councilman Hayman, and duly passed.

21. City Engineer requested authority to purchase four wrenches for the use of the Water Department. It too was approved upon a motion offered by Councilman Hayman, seconded by Councilman Duffy, and duly passed.

22. City Engineer further requested authority to purchase ten gallons of red hydrant enamel at $4.00 a gallon for the use of the Water Department. Councilman Duffy offered a motion which was seconded by Councilman Howie approving this purchase.

23. City Engineer presented a report titled "Insurance Record of Licensed Rolling Stock of the City of Salisbury". Councilman Howie offered a motion which was seconded by Councilman Russell, and duly passed, ordering the report to become a part of the minutes.

24. The Superintendent of the Water Department presented the financial report of the Water Department for the month of January 1943. It was ordered accepted and filed upon a motion offered by Councilman Hayman, seconded by Councilman Russell, and duly passed.

25. The City Solicitor presented Ordinance #491, "An Ordinance amending Ordinance No. 474 entitled "An Ordinance Relating To The National Defense" by adding four new Sections to follow immediately after Section 19 of said Ordinance, providing for the qualification and appointment of Auxiliary Police and defining their powers and duties."

    The Ordinance was read, discussed, and approved for its first reading and ordered posted upon a motion offered by Councilman Russell, seconded by Councilman Duffy, and duly passed.

26. City Treasurer presented a report on Tax Collections effecting the budget year 1942-43 in the total amount of $164,505.09, together with a report on the Sinking Fund, showing the cash on hand to date and the Sinking Fund requirements to the end of the fiscal year, also a comparative report on assessments for the years 1942 and 1943.

27. City Treasurer presented a letter from the National Association of Housing Officials in which they requested some information relative to the housing authority of the City of Salisbury.

    The Council authorized the City Treasurer to refer the letter to the City Solicitor for reply.

28. City Treasurer presented a request from Arthur Dykes in which he asked for continuation of his sick leave since he was unable to report for work from February 16th to 19th as was verified by a physician. The Mayor and Council, upon a motion offered by Councilman Russell, seconded by Councilman Howie, and duly passed, authorized payment for these above mentioned days.

29. Mayor and Council received a letter from the Pocohontas Coal Company giving them information on the amount of coal used at Fire House #1 for the seasons 1940-41, 1941-42, and 1942-43.

After reviewing the letter, Councilman Howie offered a motion which was seconded by Councilman Duffy, and duly passed, authorizing the purchase of stoker coal from the Pocohontas Coal Company at $8.50 per ton delivered, as offered in their letter of February 13th for the heating season ending May 30, 1943.

30. Mayor and Council received a letter from Senator R. Fulton Waller and the County Delegation to the General Assembly of Maryland.

Councilman Hayman offered a motion, seconded by Councilman Howie, and duly passed, authorizing the letter to be made a part of the minutes and authorized its acknowledgement.

31. The Clerk presented a letter from the Municipal Year Book asking for certain information relative to the Fire Department.

Since the information was available in the City Hall and since the Year Book desired its immediate return, the Clerk was authorized to fill in the questionaire and return it.

32. Vouchers Nos. 19369 to 19415 inclusive were read, approved, and authorized paid, together with Voucher No. 19357, upon a motion offered by Councilman Hayman, seconded by Councilman Russell, and duly passed.

33. Minutes of the meeting of February 22, 1943 were read and approved upon a motion offered by Councilman Russell, seconded by Councilman Hayman, and duly passed.

The meeting adjourned at 12:00 P. M.

APPROVED:

3/8/43
Date

W J Garrett
President of Council

Walter A Dudley Jr
Clerk

AVIATION
ELECTIONS
R. FULTON WALLER
CHAIRMAN

SENATE OF MARYLAND
ANNAPOLIS, MARYLAND

February 25, 1943

Mayor & Council
Salisbury, Maryland

Attention: Wade H. Insley, Jr.
Clerk

Gentlemen:

In reply to your letter of February 20, wish to advise that we are forwarding to the Salisbury Times, also the Salisbury Advertiser a statement signed by all the members of the House of Delegates as well as the writer, as per copy attached.

Trusting that this is in line with your wishes, I am

Sincerely yours,

R. Fulton Waller

R. Fulton Waller
State Senator

RFW/dfm

February 24, 1943

Salisbury Times & Salisbury Advertiser
Salisbury, Maryland

Gentlemen:

In order to correct the erroneus impression that the Wicomico County Delegation attempted to censor the Mayor and members of the Council who visited them in Annapolis on Thursday, February 11, the Wicomico County Delegation issues the following statement as attested by their signatures.

First, the Wicomico County Delegation is opposed to any increase in the tax rate of the City of Salisbury. The Mayor and Council during their visit did not offer any proposals for the increase of taxes in Salisbury, nor did they ask for any increase in the present 65¢ rate per $100 for the general fund.

The Mayor and Council did discuss in the greatest of fairness their difficulty in meeting their budget and sought suggestions from the Wicomico County Delegation as to how some of the more pressing demands could be met. There were numerous suggestions proposed by members of the Wicomico County Delegation, all in a spirit of fairness and not with any desire to embarrass the Mayor and the Council, and it was not the intention of the Wicomico County Delegation that these suggestions should be interpreted as censoring in any manner the Mayor and Council. The Mayor and Council was not told to go back home and recheck its budget. It was suggested that due to the curtailment of work in the various departments, for instance, that of the streets for which material was not available, also the water department where sewer and water pipes cannot be extended due to lack of materials, that retrenchment might be possible and savings thereby effected.

The suggestion that the city should participate in the revenue from the Wicomico County Liquor Dispensary did not originate with the city delegation, but was rather a suggestion from one of the

Gallaway Lewis & Gallaway Advertising
Gallaway, Kentucky

Centerville

At which of course the Lincoln County Detention Center was located, the Lincoln County Detention Center was a two story building, it was constructed by Lincoln County Detention Center, and it was a two story building, and the first floor was occupied by the Lincoln County Detention Center, and the second floor was occupied by the Lincoln County Detention Center

members of the county ~~group~~ delegation.

It was felt that in view of the fact that the City of Salisbury had to furnish police, maintain the streets, and furnish other necessities brought about by the location of the County Dispensary in Salisbury, it was only fair that the city should be reimbursed to some extent for these expenditures.

The suggestion that funds might be available from a surplus in the water department was made by one of the members of the County Delegation who was not entirely familiar with the operation of this department, for it is generally understood that no funds may be used from the water department until a certain surplus has been accumulated to take care of any depreciation or replacement in machinery.

The Wicomico County Delegation is very much in sympathy with the problems of the Mayor and Council of Salisbury in trying to meet the excess demands created by the war-time situation, such as patrolling the city property, and blacking out the street lights, all of which are quite costly and are an additional burden.

The Wicomico County Delegation has held and still holds itself ready and willing to assist and cooperate with the Mayor and Council of Salisbury at any and all times to its fullest extent, and wants the citizens of Salisbury to know that there is the best feeling and good will existing between the Wicomico County Delegation and the city officials of Salisbury.

Respectfully,

J. Fulton Waller

Edward Moore

Perry O. Merrick

S. [illegible]

members of the county group.

It was felt that in view of the fact that the City of Salisbury had to furnish police, maintain the streets, and furnish other necessities brought about by the location of the County Dispensary in Salisbury, it was only fair that the city should be reimbursed to some extent for these expenditures.

The suggestion that funds might be available from a surplus in the Motor department was made by one of the members of the County Delegation who was not entirely familiar with the operation of this department, for it is generally understood that no funds may be used from the Motor department until a certain surplus has been accumulated to take care of any depreciation or replacement in machinery.

The Wicomico County Delegation is very much in sympathy with the problems of the Mayor and Council of Salisbury in trying to meet the excess demands created by the war-time situation, such as patrolling the city property, and blacking out the street lights, all of which are quite costly and are an additional burden.

The Wicomico County Delegation-has held-and still holds itself ready and willing to assist and cooperate with the Mayor and Council of Salisbury at any and all times to its fullest extent, and wants the citizens of Salisbury to know that there is the best feeling and good will existing between the Wicomico County Delegation and the city officials of Salisbury.

Respectfully,

City of Salisbury

MARYLAND

WADE H. INSLEY, JR.
City Clerk-Treasurer

February 26, 1943

REPORT ON TAX COLLECTIONS
FOR BUDGET YEAR 1942-43

Total tax collections Oct. 1 to Feb. 1, 1943	$46,670.66
Plus - 1942 tax collections, collected prior to Oct. 1, 1942 and held in special a/c for General	77,538.47
Plus - 1942 tax collections, collected prior to Oct. 1, 1942 and held in special a/c for Sinking Fund	40,295.96
Total tax collections for present budget year	$164,505.09

COLLECTIONS DIVIDED AS FOLLOWS:

Sinking Fund's share of collections	$ 56,622.97
General Fund's share of collections	107,882.12
Total	$164,505.09

Respectfully submitted,

Wade H. Insley, Jr.
Clerk-Treasurer

City of Salisbury
MARYLAND

WADE H. INSLEY, JR.
City Clerk-Treasurer

February 26, 1943

REPORT ON SINKING FUND

Cash in banks Feb. 1, 1943	$35,132.62
Plus cash collected Feb. 1st to 24th	2,353.34
Total Sinking Fund cash on hand to date	$37,485.96

Sinking Fund requirements from date to September 30, 1943:

Interest	$18,486.25	
Redemptions	9,000.00	
	$27,486.25	$27,486.25
Surplus to date		$ 9,999.71

Respectfully submitted,

Wade H. Insley, Jr.
Clerk-Treasurer

COMPARATIVE STATEMENT OF ASSESSMENTS

There is given below a comparative statement of assessments for 1942 and 1943. The 1943 assessments are not complete and represent only the assessments included on books as of February 1, 1943. It does not include any new property or any assessments still pending.

District	1943 Assessments	1942 Assessments
Salisbury (Real)	$4,913,816.00	$4,602,196.00
Parsons (Real)	4,817,288.00	4,982,725.00
Camden (Real)	4,400,683.00	4,187,403.00
Total Real Estate	$14,136,787.00	$13,772,354.00
Personal Property Tax	Not received	751,499.00
S. T. C. Assessments	Not received	4,138,280.00
TOTALS	$14,136,787.00	$18,662,103.00

COMPARATIVE STATEMENT OF INCOME AND EXPENSE

Where is given below a comparative statement of expenditures for 1942 and 1943. The 1943 expenditures are not complete for February only the receipts included. If case are not received by February 1, 1943. If case are not included or any subscriptions, split pending.

District	1942 Subscriptions	1943 Subscriptions
Hartford (Conn.)	$4,910,610.00	$4,606,198.00
Tarsons (Mass.)	6,817,880.00	6,906,760.00
Denver (Colo.)	4,280,688.00	4,187,408.00
Total Post Paths	$16,196,748.00	$15,776,366.00
Personal Checks from	Not Received	782,660.00
E. C. A. Associates	Not Received	4,158,880.00
Total	$16,196,748.00	$19,668,106.00

City of Salisbury

MARYLAND

DEPARTMENT OF PUBLIC WORKS
CLARKE GARDNER
CITY ENGINEER

February 27, 1943

INSURANCE RECORD OF LICENSED ROLLING STOCK OF THE CITY OF SALISBURY

NO.	LICENSE	MAKE	PURCHASED	TYPE OF INSURANCE	AGENT	EXPIRES
W-1	239-696	Dodge	5-13-40	PD PL F & T	Lawson Miles	5-11-43
W-2	239-695	Chev.	7-10-40	PD PL	Wier & Kolb	10-15-43
				F & T	Wier & Kolb	10-16-43
W-3	286-842	Int'l	5- 8-42	PD PL F & T	Insley Bros.	5- 9-43
W-4	293-432	Dodge	6- 6-35	PD PL	Harris Riggin	5-26-43
				F & T	Harris Riggin	2-16-44
M-1	239-679	Plym'h	5-14-40	PD PL F & T	Harris Riggin	5-26-43
S-1	239-692	Int'l	1-21-37	PD PL F & T	Harris Riggin	5-26-43
S-2	239-680	Int'l	3-14-36	PD PL F & T	Harris Riggin	5-26-43
S-3	239-681	Int'l	1-31-38	PD PL	Booth & Brown	7- 8-43
				F & T	Booth & Brown	7- 8-43
S-4	239-682	Int'l	3-16-40	PD PL F & T	Harris Riggin	5-26-43
S-5	239-677	Int'l	5-23-40	PD PL	Dallas & Nock	1-13-44
				F & T	Harris Riggin	5-26-43
S-6	284-193	Ford	3-17-42	PD PL F & T	Arthur Boyce	2-16-44
G-5	239-694	Int'l	7-15-38	PD PL	Insley Bros.	1-14-44
				F & T	Insley Bros.	5- 3-43
G-6	239-693	Int'l	11-28-39	PD PL	Insley Bros.	9- 1-43
				F & T	Insley Bros.	5- 9-43
E	278-626	Ford	8-18-41	PD PL F & T	Lawson Miles	8-15-43
E	30-089	Pont'c	6-12-40	PD PL	A. Toadvine	7-17-43
				F & T	A. Toadvine	9-17-43

CITY HALL - SALISBURY, MARYLAND - FEBRUARY 22, 1943

At the close of the regular meeting of the Mayor and Council there was held an executive session at which the following members were present: Mayor I. Virgil Hitchens, President of Council W. T. Gardner, Councilmen Albin A. Hayman, John G. Howie, Claude E. Russell, and Clifford H. Duffy.

1. The City Engineer informed the Council that three pieces of automotive equipment was not covered by insurance. Councilman Russell offered a motion which was seconded by Councilman Duffy and duly passed authorizing the covering of the three pieces of automotive equipment together with a bond in the amount of $1,000 for Miss Meta Ruark in the Tax Department.

2. Letters addressed to the following: Hon. R. Fulton Waller, Hon. Carl H. Smith, Hon. Harry L. Messick, Hon. S. Denmead Kolb, Hon. J. Howard Johnson, all members of the General Assembly of Maryland; were read by the President of Council and were approved and the Clerk was directed to sign them and forward them upon a motion offered by Councilman Hayman, seconded by Councilman Russell and duly passed.

3. Vouchers No. 19357 was discussed again and ordered presented with the next regular meeting for approval.

4. Councilman Howie brought the Council's attention to the opening of the new night club on East Church Street and asked the City Solicitor what license was necessary.

5. Councilman Howie brought to the Council's attention parking of automobiles on the sidewalk and the sidewalk area within the City and requested the City Solicitor to advise him if cars could park on sidewalk area where no sidewalk was in place. The City Solicitor informed him that he could not give him a definite opinion at the time.

6. The City Treasurer was instructed to work up certain payroll adjustments between the period of September 15 and October 1 and report back to the Council at the next meeting.

The meeting adjourned at 12:30.

APPROVED:

3/15/43
Date

W T Gardner
President of Council

Wade H Phillips
Clerk

CITY HALL - SALISBURY, MARYLAND - MARCH 8, 1943

The Mayor and Council of Salisbury met in regular session at the City Hall, Monday night, March 8, 1943 at 7:30 with the following members present: Mayor I. Virgil Hitchens, President of Council W. T. Gardner, Councilmen Albin A. Hayman and Claude E. Russell with Councilman Clifford H. Duffy absent and Councilman John G. Howie absent due to illness.

1. The minutes of the meeting of March 1, 1943 were read and approved upon a motion offered by Councilman Hayman, seconded by Councilman Russell and duly passed.

2. The Harbor Master reported receipt of an estimate on printing warning signs for posting along the river as follows:

Salisbury Advertiser	25 signs	$6.50
Hastings Bros.	25 signs	7.50

Councilman Hayman offered a motion which was seconded by Councilman Russell and duly passed to award the contract to the lowest bidder, Salisbury Advertiser.

3. Mr. Prag, Harbor Master, reported the receipt of a letter from Conrad P. Hardy of the U. S. Engineers Office, Baltimore, Md. in which was forwarded a public notice relative to the application of the Baltimore and Eastern Railroad Company, Cape Charles, Virginia for a permit to replace an existing bulkhead in the Wicomico River, Salisbury, Md., in the rear of W. E. Sheppard property and shown on accompanying plat.

The letter was ordered accepted and made a part of the minutes.

4. Acting Chief Wilson presented the weekly police log which was ordered accepted and filed.

The Mayor read a letter from Milton A. Reckord relative to MPs for Salisbury in which he was advised that they would be unable to furnish them.

5. The Building Inspector, Mr. Hastings, reported he was unable to talk to Mr. Morrison relative to the condition about the West Main Street bridge since Mr. Morrison was absent due to sickness.

6. The Building Inspector, Mr. Hastings, presented request for a building permit for a chicken house on Olive Street in the name of Flemming. The Building Inspector was instructed to withhold the permit in order that it might be discussed before a full Council.

7. In response to a request for bids on six increase books for the Tax Department, the following bid was received and opened at 8 o'clock:

Eugene M. Messick & Son $25.00 for the six books as per sample.

Since requests for bids were forwarded to Hastings Bros., W. Austin Moore, Sr., J. Ryland Taylor & Son, Salisbury Advertiser

6 o'clock:

and since the above bid was the one and only received, a motion was duly offered and passed that the award be made to Eugene M. Messick & Son.

8. The Plumbing Inspector presented his written report regarding properties which the Council had requested him to investigate, namely: Grover L. Hastings of South Park Drive; and Robert F. & Jennie Harrington of Buena Vista Avenue.

The report was ordered accepted and filed and a copy turned over to the Superintendant of the Water Department.

9. L. Dean Powell, Chief of Emergency Radio Operations of the U.S. Citizens Defense Corps came before the Mayor and Council and explained the operations of his unit in Salisbury and the County. He explained further that he was unable to purchase some of the items needed in the construction of their radio sets and asked that they be purchased by the City. Councilman Russell offered a motion which was seconded by Councilman Hayman and passed authorizing the purchase of the needed parts by the City with the understanding that Civilian Defense would reimburse the City for one-half the cost.

10. The City Engineer presented a bid on Rigid Wrenches as follows:

R. D. Grier - 2 14" wrenches	$ 1.60 each
2 16" wrenches	2.30 each

Upon motion duly offered and passed, purchase was authorized.

11. The Mayor and Council received the following bids for 1(one) tire and tube for the Street Department truck:

Firestone	$30.33
Goodrich	28.28
Goodyear	27.28

Councilman Russell offered a motion which was seconded by Councilman Hayman and passed authorizing the purchase of the tire and tube from the lowest bidder, Goodyear Service Stores.

12. The City Engineer presented a request for some machine parts for the blueprint machine in the approximate amount of $35.00 which could be purchased from no one other than the manufacturer of the machine. Councilman Hayman offered a motion which was seconded by Councilman Russell and duly passed authorizing the purchase.

13. Councilman Russell offered a motion which was seconded by Councilman Hayman and duly passed authorizing the Superintendant of the Water Department to make proper transfers on the books of the Water Department in order to clear up the matter referred to earlier in Resolution 8 of the Minutes of March 8.

14. The City Engineer read a letter from Col. Henry S. Barrett in

Goodyear	87.3.
Firestone	.83

which he was advised that Col. Barrett would visit Salisbury in the next ten days for the purpose of looking over street lights and suggested that in the meantime the shades on two or three lights be trimmed so that that the shade extend to the lower part of the lamp.

15. The City Engineer reported the receipt of a letter from Mathieson Alkali Works advise him that the City should purchase the chlorine and ammonia requirements in lots sufficient for three months needs, in order to be sure of maintaining a constant supply. The purchase was approved upon a motion offered by Councilman Hayman, seconded by Councilman Russell and duly passed.

16. The City Engineer reported the receipt of a request from the C & P Telephone Company to replace existing poles Nos. 1, 2, 3, and 4 on William Street near Gay. Councilman Russell offered a motion which was seconded by Councilman Hayman and duly passed approving the request.

17. The City Engineer presented a schedule of new rates covering compensation on City employees.

18. The City Engineer presented a letter written to Wade H. Insley, Sr. relative to a request for the construction of a trap pit on Rose Street. Councilman Hayman offered a motion which was seconded by Councilman Russell and duly passed authorizing it be attached to the minutes.

18. The City Engineer informed the Council that Mr. Carlton Wootten had recommended that the second floor of the City Barn be reinforced and repaired in order to provide space for storage of materials above the garage. The Building Inspector, Mr. Hastings, was authorized to prepare an estimate of costs of the work and report back to the Council upon a motion offered by Councilman Hayman, seconded by Councilman Russell and duly passed.

20. The City Engineer reported the receipt of a quotation from the R. D. Grier and Sons Company for manhole frames and covers at $17.50 each. Councilman Russell offered a motion which was seconded by Councilman Hayman and duly passed authorizing the purchase of 6 manhole frames and covers at $17.50 each from R. D. Grier & Sons Co.

21. The Mayor and Council received a letter from William E. Savage in which he offered his resignation effective March 15, 1943. A motion was duly offered, seconded and passed accepting the resignation.

22. The Mayor and Council received a letter from Clarke Gardner, Superintendant of the Water Department, in which he recommended the transfer of Mrs. Rebecca Brittingham to the Water Department effective March 15 and the employment of Mrs. Benton under a provisional appointment of 90 days as Inventory Clerk. The Mayor and Council upon a motion offered

by Councilman Russell, seconded by Councilman Hayman and duly passed accepted the recommendation and ordered the above changes, and fix the salaries at $25.00 and $20.00 respectively.

23. Councilman Hayman offered a motion which was seconded by Councilman Russell and duly passed instructing the Clerk to write the Civil Service Commission and ask that they prepare themselves as early as possible to handle that section of the Civil Service Ordinance No. 467 known as Section 9.

24. Ordinance No. 491, an ordinance amending Ordinance No.474 entitled " An ordinance relating to National Defense, etc." was presented for its final reading, read, approved and ordered passed after having been posted in accordance with the law upon a motion offered by Councilman Hayman, seconded by Councilman Russell and duly passed.

25. The Mayor and Council authorized the posting of a warning sign to read as follows about the harbor by the Harbor Master upon a motion offered by Councilman Russell, seconded by Councilman Hayman and duly passed:

WARNING
DUMPING OR DEPOSITING OF ANY
MATERIAL, REFUSE OR OTHER MATTER
IN THE WICOMICO RIVER
PROHIBITED

Notice is hereby given that Ordinance No. 423 of the Ordinances of The Mayor and Council of Salisbury prohibits any person, firm or corporation from throwing into, depositing in or placing where the same may fall or be washed, into the Wicomico River or its tributaries within the City Limits of Salisbury, any material, refuse or other matter of any kind detrimental to navigation or health.

Any person, firm or corporation violating the provisions of this Ordinance will be prosecuted thereunder.

By order of the Mayor and Council of Salisbury.

Roland Prag
Harbormaster

26. The Mayor and Council authorized the City Solicitor to place in both City papers its annual notice of assessment and levy upon a motion offered by Councilman Hayman, seconded by Councilman Russell and passed.

27. In order to begin work on the 1943-1944 budget the Mayor and Council called a special meeting for Friday night, March 12 at 8 P.M.

28. Vouchers No. 19416 to 19462 inclusive were read, approved and ordered paid upon a motion offered by Councilman Hayman, seconded by Councilman Russell and duly passed.

29. Purchase Order No. 1146 issued to Pocahontas Coal Company was read, ordered signed and forwarded upon a motion duly made and passed.

30. The City Treasurer was instructed to secure quotations on the current requirements for payroll checks.

31. Councilman Hayman offered a motion which was seconded by Councilman Russell to adopt the City Engineer's recommendation to increase the pay of Wakeman Whayland to $30.00 per week effective for the week ending March 13.

32. The City Treasurer was directed to inform both the Fire Department and the Police Department that the Council would begin work on the new budget Friday night and that they should be ready to make their recommendations on the budget.

The meeting adjourned at 10:30 P.M.

APPROVED:

3/15/43
Date

W. J. Gaver
President of Council

Walter Hayman
Clerk

The Mayor and Council
Of Salisbury

NOTICE OF ASSESSMENT AND LEVY

Pursuant to the provisions of Section 290 and 292 of Article 23 of the Code of Public Local Laws of Maryland, (Flack's Edition of 1930), the Council of Salisbury hereby gives notice that The Mayor and Council of Salisbury has adopted the tax roll of the County Commissioners of Wicomico County, Maryland, for the taxable year of 1943, containing the valuation and assessment of all property subject to taxation within the taxable limits of the City of Salisbury, as required by Chapter 387 of the Acts of 1939 of the General Assembly of Maryland.

The Council of Salisbury at their regular meeting on Monday, March 29th., 1943 will fix and impose the rate of taxation on all property subject to taxation by The Mayor and Council of Salisbury for the fiscal year beginning October 1st., 1943, upon the basis of the assessment made by the County Commissioners of Wicomico County, Maryland.

By order of the Mayor and Council of Salisbury, dated March 8th., 1943.

WADE H. INSLEY, JR.,
Clerk of Salisbury.

3-11-10-1t

CERTIFICATE OF PUBLICATION

Salisbury, Md., March 15 1943

WE HEREBY CERTIFY that the annexed Notice of Assessment and Levy has been published in The Salisbury Advertiser and Wicomico Countian, a weekly newspaper published in Wicomico County, Md., ~~for ... successive weeks before the~~ on March 8 1943

THE SALISBURY ADVERTISER CO.
Publishers of the Salisbury Advertiser and Wicomico Countian.

By Wallace H. White
Manager

THE MAYOR AND COUNCIL
OF SALISBURY

NOTICE
OF

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By order of the Mayor and Council of Salisbury, dated March 8th, 1943.

WADE H. INSLEY, JR.,
Clerk of Salisbury.

Certificate of Publication

Salisbury, Md., Mar. 11 1943

WE HEREBY certify that the annexed Notice of Assessment and Levy was published in THE SALISBURY TIMES on March 10, 1943

Brush-Moore Newspapers Inc.
Publishers of The Salisbury Times.
per M.J.S.

THE MAYOR AND COUNCIL OF SALISBURY

NOTICE OF ASSESSMENT AND LEVY

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By order of the Mayor and Council of Salisbury, dated March 8th., 1943.

Wade H. Insley, Jr.,
Clerk of Salisbury.

WAR DEPARTMENT
UNITED STATES ENGINEER OFFICE
8TH FLOOR STANDARD OIL BUILDING
BALTIMORE, MARYLAND

Refer to File No. (BL) 7510 (Balto. & Eastern R.R.)6 CER March 6, 1943.

PUBLIC NOTICE

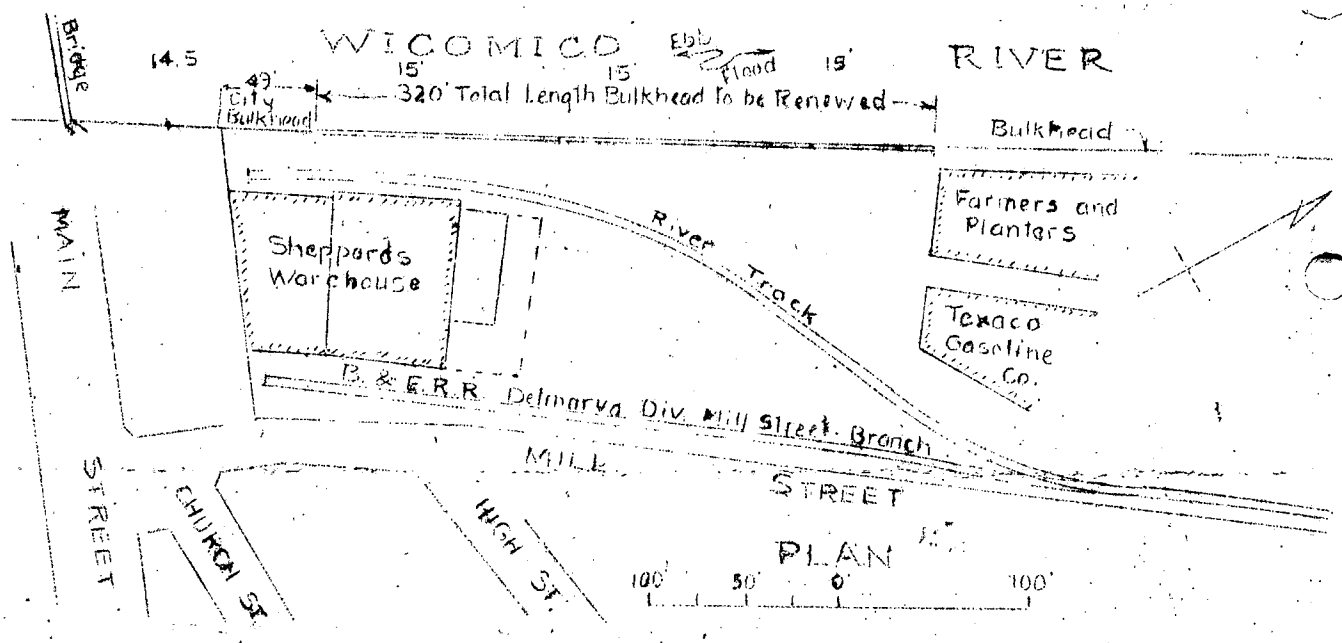
TO WHOM IT MAY CONCERN:

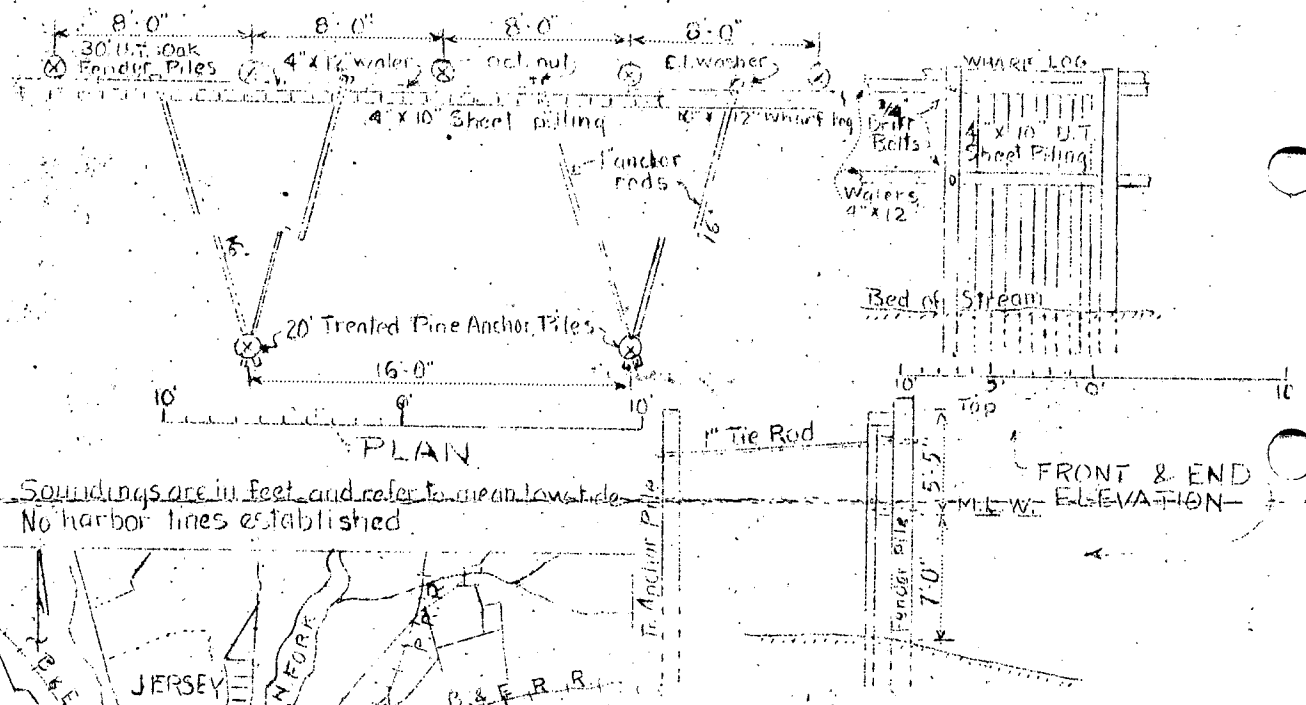
Application has been made to this office by the BALTIMORE AND EASTERN RAILROAD COMPANY, CAPE CHARLES, VIRGINIA, for a War Department permit to replace an existing bulkhead in the WICOMICO RIVER AT SALISBURY, WICOMICO COUNTY, MARYLAND.

Plans showing the proposed work are on file in this office and may be seen by interested parties. A rough sketch is shown on the reverse side of this sheet. The plans indicate that it is proposed to replace an existing bulkhead with a new bulkhead structure and to drive fender piles in front of the applicant's property along the North Prong of the Wicomico River. The navigable width of the river will not be reduced.

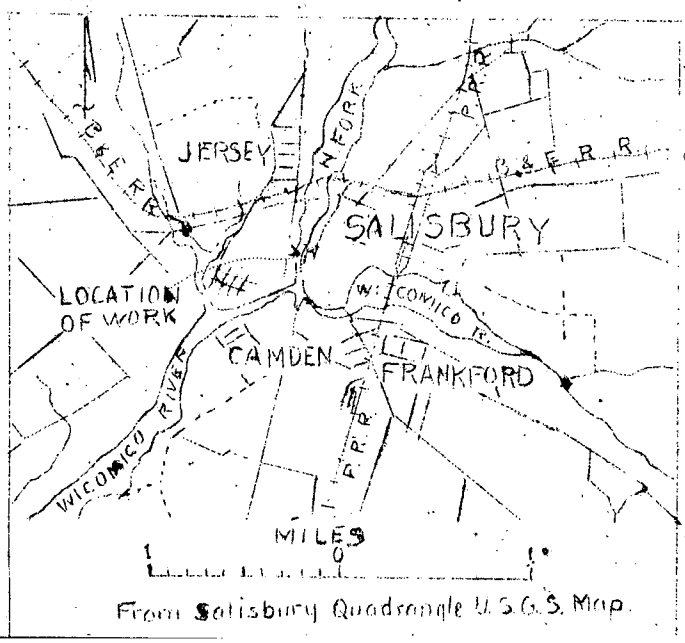
The decision as to whether or not approval will be forthcoming on the plans as submitted, must rest primarily upon the effect of the proposed work on navigation. Any criticisms or protests concerning the proposed work with regard to navigation should be received in this office on or before March 16, 1943; otherwise it will be presumed that no objections exist.

CONRAD P. HARDY
Colonel, Corps of Engineers
District Engineer





Soundings are in feet and refer to mean low tide.
No harbor lines established.



Application by:
Baltimore & Eastern Railroad Co.
P.W. Triplett, Superintendent.
February 1943.

PROPOSED RENEWAL OF BULKHEAD AND FENDER PILES WICOMICO RIVER, SALISBURY, MD.

March 2, 1943

A-4

Mr. Wade H. Insley, Sr.
603 Park Avenue
Salisbury, Maryland

Dear Mr. Insley:

Your recent verbal request, concerning the construction of a trap pit on your property located on Rose Street for the purpose of disposing waste water, was presented to the Mayor and Council at their meeting held on February 22. At this time, a temporary permit was authorized subject to the following conditions:

1. The State Department of Health is to examine and approve the construction insofar as not being detrimental to public health;

2. Water seal traps are to be constructed in the pit to prevent the escape of sewer gas;

3. The pit is to be abandoned as soon as priorities permit the purchase of materials for permanent connection to the city's sanitary sewer in Rose Street;

4. The City accepts no liability or responsibility in connection with the construction and operation of the pit or the overflowing of waste water or sewerage on your property.

If, at any time, the operation is prejudicial to public safety or public health, the owner, or owners, are to discontinue the operation of the pit within twenty-four (24) hours after written notice is given by an agent of The Mayor and Council of Salisbury or the State Department of Health.

By Order of --

THE MAYOR AND COUNCIL OF SALISBURY,

Clarke Gardner

City Engineer

CG vg

cc: Dr. Seth H. Hurdle
Mayor and Council

CITY HALL - SALISBURY, MARYLAND - MARCH 12, 1943

The Mayor and Council of Salisbury met in special session at the City Hall Friday evening, March 12 at 8 o'clock with the following members present: Mayor I. Virgil Hitchens, President of Council W. T. Gardner, Councilmen Albin A. Hayman, John G. Howie, Claude E. Russell, and Clifford H. Duffy, in order to discuss the new budget for the coming fiscal year, 1943-44. In addition the following business was passed:

1. Upon a motion offered by Councilman Russell, seconded by Councilman Howie and duly passed, the City Treasurer was authorized to change the payrates of the following people to the figures as given below:

Mrs. Edna P. Payne	$26.00
Miss Natalie Wimbrow	20.00
Miss Meta Ruark	18.00

This is effective for the coming payroll period.

2. Councilman Russell offered a motion which was seconded by Councilman Howie and duly passed authorizing a repair to the City Barn on Mill Street which has been estimated to cost approximately $212.00 and to designate the Building Inspector to supervise the work.

3. The City Treasurer was authorized to notify the C & P Telephone Company to remove one of the extensions from the phone 430 in the City Hall.

The meeting adjourned at 12:00.

APPROVED:

3/15/43
Date

W T Gardner
President of Council

Wade H Dudley
Clerk

CITY HALL - SALISBURY, MARYLAND - MARCH 15, 1943

The Mayor and Council of Salisbury met in regular session at the City Hall, Monday evening, March 15, at 7:30 with the following members present: Mayor I. Virgil Hitchens, President of Council W. T. Gardner, Councilmen Albin A. Hayman, John G. Howie, Claude E. Russell, and Clifford H. Duffy.

1. Mr. O. C. Dennis came before the Mayor and Council to request a change in the zoning of part of Hammond Street section where he resides from residential to industrial. His request was to the effect that all of that area of land beginning with a line 150 feet east of Hammond Street and extending to the city limits be changed from residential to industrial. His suggestion of this area beginning 150 feet east of Hammond Street was for the purpose of allowing Hammond Street on both sides to remain as residential and to change only that part of the easterly side of Hammond Street which would be in the rear of the residential lots which are all approximately 150 feet deep.

   Councilman Russell offered a motion which was seconded by Councilman Hayman and duly passed to authorize the City Solicitor to prepare such an ordinance for the Council at his expense.

2. Mr. P. A. Morrison came before the Mayor and Council to advise them that the State had no obligation in repairing the sidewalk approaches to the West Main Street bridge; that it was his opinion that it was the problem of the property owner.

3. At 8 o'clock the Mayor and Council opened a bid received for the E. Dale Adkins property situated at the corner of William Street and the By Pass.

   The only bid received was from the Calvary Baptist Tabernacle and was in the amount of $5,000 accompanied with a certified check in the amount of $100. After the opening of the bid, all of those interested were informed that the bid would be considered later during the meeting after which time the interested parties would be notified of their decision.

4. The Mayor and Council opened bids received in response to an inquiry furnished four Salisbury printerssfor 4,000 payroll checks similar to sample furnished. The following bids were received:

W. Austin Moore, Sr.	$3.00 per thousand
Eugene M. Messick & Son	3.75 per thousand

   Councilman Russell offered a motion which was seconded by Councilman Hayman and duly passed awarding the bid to the lowest bidder, W. Austin Moore, at $3.00 per thousand.

5. Acting Chief of Police Wilson reported that military police had been sent to Salisbury to assist in policing over weekends.

6. The Harbor Master asked for further steps he should take relative to the Dickerson property on the river near West Main

Street bridge. He was instructed to see the City Solicitor.

7. The Building Inspector reported he was receiving numerous requests for chicken house permits.

8. The City Engineer explained the need for a raincoat, hat and boots for the City employee now working on the dump. Councilman Hayman offered a motion which was seconded by Councilman Russell and duly passed to authorize the purchase of the needed articles.

9. The City Engineer was authorized to bring up to date the zoning map of the City.

10. The City Engineer explained he was receiving numerous requests for sidewalk grade in the Church Street section near Truitt Street. He explained that no sidewalks will be laid on a grade different from the existing walk since most of these were laid without reference to line or grade.

11. The City Engineer presented a letter from H. B. Roberts requesting a larger water service and a water meter for his property located at 1200 Camden Street. Councilman Duffy offered a motion which was seconded by Councilman Howie and duly passed approving the installation of a new meter subject however to the owner paying all of the cost above the normal 3/4" service connection.

12. The Mayor and Council received a letter presented by the City Engineer from Senator R. Fulton Waller relative to the Senate Bill No. 345 which relates to the allocation of money to the incorporated towns of Wicomico County from the lateral roads gasoline tax fund.

13. The Mayor and Council instructed the Treasurer to draw a voucher to the order of the Wicomico County Council of Civilian Defense for $100, the City's share of the cost of radio funds.

14. The City Clerk presented the financial report on the condition of Civilian Defense treasury forwarded by John W. Downing, Chairman, showing a balance on hand as of March 12 of $477.50. The report was ordered accepted and filed.

15. The City Clerk presented a copy of a letter from Dr. H. S. Hurdle, State Health Department, in reference to a complaint received about the Herman Hodgson property occupied by J. L. Eurie on the corner of First and Main Street. The matter was ordered held for consideration.

16. The Mayor and Council received a letter from the Civilian Service Commission approving the temporary appointments outlinediin your letter of March 10.

17. The Mayor and Council received a letter from Civil Service Commission dated March 10 in which was forwarded a detail of the classifications as prepared at its recent meetings and asked the City to certify the original and return for the Commission's records. The Council ordered the matter held for the Friday night meeting with the Commission.

18. The City Clerk was instructed by the Mayor and Council to instruct the Civil Service Commission to add to their classification lists a mechanic to cover Wakeman Whayland.

19. In response to a request from theCivil Service Commission relative to inclusion of Fire Department Custodians under Civil Service Classifications, the Clerk was authorized to inform the Commission that it was the intent of the Mayor and Council to have them so classified.

20. The Mayor and Council called for two special meetings to be held Wednesday evening at 8 o'clock and Friday evening at 8 o'clock.

21. Vouchers No. 19463 to 19503 inclusive were read, approved and authorized signed upon a motion offered by Councilman Hayman, seconded by Councilman Russell and duly passed.

22. The minutes of the meeting of March 8 were read, approved and past upon a motion offered by Councilman Russell, seconded by Councilman Howie and duly passed.

23. After discussing the bids received for the Dale Adkins' property, a motion was offered and unanimously passed to reject all bids as it was felt that the best interest of the City would not warrant the sale for the price received. The Clerk was instructed to return the certified check to the Calvary Baptist Church and to give them the above information on the bid.

24. The minutes of the special meeting of March were read, approved and authorized signed upon a motion offered by Councilman Russell, seconded by Councilman Hayman and passed after amending Resolution 2 to read as follows: The Mayor and Council so designated whoever was left in charge to act for the City Engineer.

25. The minutes of the special meeting of February 22 were read and approved upon a motion offered by Councilman Hayman, seconded by Councilman Russell and duly passed.

26. The minutes of the special meeting of March 12 were read and approved upon a motion offered by Councilman Russell, seconded by Councilman Hayman and duly passed.

The meeting adjourned at 11:00.

APPROVED:

3/22/43
Date

W.J. Garvey
President of Council

Wade H. Insley Jr.
Clerk

CITY HALL - SALISBURY, MARYLAND - MARCH 22, 1943

The Mayor and Council of Salisbury met in regular session at the City Hall, Monday evening, March 22, at 7:30 with the following members present: President of Council W. T. Gardner, Councilmen Albin A. Hayman, Claude E. Russell, and Clifford H. Duffy. Councilman John G. Howie was absent due to a death in the family.

1. Mr. Roger Justice, living at the corner of William and Ellen Streets, came before the Mayor and Council to request some kind of surfacing on Ellen Street in order to reduce the dirt and dust on that street. City Engineer was instructed to investigate and make a report back to the Council.

2. A Delegation from Fire Departments # 1 and 2 came before the Mayor and Council and requested the Council to grant them sufficient money to pay all costs of their Blue Cross insurance which amounted to approximately $9.00 per year per man for their 75 men. It was further explained that there would be due Thursday of this week another half installment and it would be appreciated if they could be advised before that time whether or not the Council would take care of this installment.

   The Council advised Mr. Preston Williams, their spokesman, they would take it up during the night in order to give him a definite answer Tuesday morning.

3. Acting Chief Wilson presented his weekly logs for March 14th and 21st, which were both ordered accepted and filed, upon a motion offered by Councilman Russell, seconded by Councilman Duffy, and duly passed.

   There was also presented the Consolidated Monthly Report for the month of February and the Parking Violations Report for the month of February which were likewise accepted and ordered filed upon a motion offered by Councilman Russell, seconded by Councilman Duffy, and duly passed.

4. The Harbor Master, Mr. Roland Prag, reported on the Dickerson property and with the Building Inspector, Mr. Hastings, reported on the Testa water-front property.

   After hearing the report, the Council advised them to discuss the matter with the City Solicitor.

5. The Building Inspector asked if any decision had been reached on the Fleming permit. The Council found they should receive the advice of the City Solicitor before giving him further information.

6. Mr. C. L. Dickinson, chairman of the Traffic Commission, came before the Mayor and Council and presented the following recommendations:

Salisbury, Md.
March 22, 1943.

To the,
Mayor & Council,
Salisbury, Md.

Gentlemen:

At a meeting of the Traffic Commission, held on the evening of March 16, certain recommendations were adopted and we now submit them for your consideration:

Traffic Lights:
We recommend that the traffic light at the intersection of E. Church St. and Priscilla St. be discontinued.

That the traffic light at Camden Ave. and College Ave. be turned off at the close of the school traffic on each Friday and put back in operation the following Monday. That the same procedure be followed relative to holidays.

That all traffic lights have their cycle shortened by 20 seconds.

Poplar Hill Avenue:
We recommend that all "Stop" signs now on streets to the approach of Poplar Hill Avenue, west of Church Street, be removed.

Traffic and parking conditions on Calvert Street, in rear of Post Office, were discussed and defered for further study.

Parking conditions on Tilghman Street were also considered and defered.

Note: Salisbury Transit Company

Shading of Street Lights.

Members present:

Commissioner Donald Baysinger
C. L. Dickinson
Honory Commissioner, Acting Chief of Police Wilson

Mr. Dickinson advised the Council that the Salisbury Transit Company had agreed to a slight change in their route in order to take care of school children who formerly had to cross the street to enter another bus.

He offered an additional comment to the Mayor and Council to the effect that the street lights' shading had gone beyond the point of compliance and that he was of the opinion something could be done and should be done to give more light on the streets.

7. City Engineer presented Purchase Order No. L95 which was to supercede Purchase Order No. L89 in order to change the priority on the order. Councilman Hayman offered a motion which was seconded by Councilman Russell approving the new order and authorizing the Mayor to sign the priority statement.

8. Mr. Charles E. Hearn, E. Church Street, forwarded a request through the City Engineer for a water meter.

City Engineer informed the Council that his department was short of 5/8 inch meters but they could put in a larger size meter and reduce it to fit his services if it was satisfactory to the Council. Councilman Hayman offered a motion which was seconded by Councilman Russell and passed approving the installation of the larger meter at the same meter rate as a 5/8 inch meter.

9. City Engineer presented bids on 100 bags of cement as follows:

Nock Coal Company	$.72 less 2% 15 days
National Concrete Vault Co.	.70 net 15 days
Farmers and Planters Co.	.70 net
Pocahontas Coal Company	.68 per bag

Councilman Hayman offered a motion, which was seconded by Councilman Russell, and passed, awarding the bid to the lowest bidder, Pocahontas Coal Company.

10. City Engineer presented a letter from Dr. Warren B. Davis of Jefferson Hospital, Philadelphia, which advised the Council that Mr. Mervin Ellis would be out several days in order to have a growth removed from his ear and that it would be further necessary for him to make periodic trips to Philadelphia for further treatment.

The Council approved Sick Leave with pay for Mr. Ellis in order for him to secure this medical treatment.

11. City Engineer presented a letter from Wier & Kolb in which they asked that the City grant their client, Mary Jones, a credit of $12.50 for water service charges to her property on 112 Virginia Avenue, since the property has not been occupied since October 1, 1942 and she was not aware of the necessity of informing the Water Department to cut off the water. Councilman Russell offered a motion which was seconded by Councilman Duffy ans passed authorizing a credit.

12. City Engineer presented a request from Mr. William F. Messick for the City to repair his driveway at the Messick Ice Plant on a cost-plus basis, since he was unable to find anybody in the City to do the work for him. A Motion was offered by Councilman Russell, seconded by Councilman Duffy, as passed, authorizing the work to be done on a cost-plus 15% basis.

13. City Engineer presented a report on the Water Department, a copy of which is attached to the minutes. The Council ordered the report accepted.

14. The Mayor and Council reviewed the request of Mr. Preston Williams, spokesman for the Fire Department, and upon a motion offered by Councilman Hayman, seconded by Councilman Duffy, and duly passed, ordered a voucher to be drawn for this half year's premium on the requested Accident insurance and instructed the City Clerk to inform them that future payments would be considered in the preparation of the new budget for the coming fiscal year.

15. Chairman Fred A. Grier, Commissioner Avery W. Hall, and Personnel Officer Alton E. Hughes came before the Mayor and Council to discuss the proposed Civil Service legislation. After reading the bill and discussing it, a motion was offered by Councilman Hayman, seconded by Councilman Duffy, and passed, to approve the recommendations. Councilman Russell offered an additional motion which was seconded by Councilman Hayman, directing the City Solicitor to prepare the bill for the Legislature and to take it personally to Annapolis with as many members of the Commission as would be able to go.

    The President of the Council extended his congratulations and appreciation for the work done by the Commission.

16. Vouchers Nos. 19505 to 19527 inclusive were read and approved for payment, with the exception of No. 19521 which was marked void and disapproved upon a motion made by Councilman Hayman, seconded by Councilman Russell, and duly passed.

17. The minutes of the meeting of the Mayor and Council of March 15, 1943 were read and ordered approved.

18. The City Solicitor, upon a motion offered by Councilman Hayman, seconded by Councilman Russell, and duly passed, was authorized to request the Wicomico County Delegate at Annapolis to add to their present water bill an amendment to provide for a 5% discount on water bills.

19. City Treasurer presented a request in behalf of Elmer C. Williams for a decrease in the assessment of Lot 16 in Block 16 on North Blvd. as the tax bill was prepared on the basis of 33 1/3 ft. frontage and assessed for $280.00. He explained there was actually only 25 ft. frontage. The request was for a decrease for the years 1938-39.

    The Mayor and Council informed the Clerk to advise Mr. Williams that they were bound to accept the assessments as entered on the books and would be unable to make any change.

The meeting adjourned at 1:00.

APPROVED:

March 29, 1943
Date

W. A. Gaskins
President of Council

Wade H. Insley Jr.
Clerk

THE MAYOR AND COUNCIL OF SALISBURY

SALISBURY, MARYLAND

RECOMMENDATIONS ON REDUCTION IN WATER RATES & REPORT ON VALUATION, DEPRECIATION, INVENTORY, INCOME & OPERATING EXPENSES, INTEREST & BOND RETIREMENT, & FACTUAL DATA OF THE MUNICIPAL WATER DEPARTMENT

CLARKE GARDNER

SUPERINTENDENT

WATER DEPARTMENT

MARCH, 1943

City of Salisbury

MARYLAND

DEPARTMENT OF PUBLIC WORKS
CLARKE GARDNER
CITY ENGINEER

March 22, 1943

The Mayor and Council of Salisbury
City Hall
Salisbury, Maryland

Gentlemen:

During the past two months, information and data concerning the operation of the Municipal Water System has been collected, investigated, and reviewed for the purpose of accomplishing a reduction in water rates, or placing into effect a discount system for payment within fixed periods.

It is necessary to point out that the establishment of a discount system and/or revision of water rate structures must indirectly take into consideration the following factors:

1. Good and dependable service, which is essential to the health and industrial success of the public;

2. The economics of business, including proper financing and investment; and

3. Sound engineering, with special emphasis on planning improvements that are economical in construction and operation.

Keeping these facts in mind, a general study was made of valuation, depreciation, inventory requirements, income and operating expenses, interest and retirement of bonds, and factual data.

In order to present an overall picture of these phases of the Municipal Water System, a brief discussion of the salient points, together with recommendations, are included in the attached report.

Sincerely yours,

Clarke Gardner

CG vg

Superintendent,
Water Department

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REPORT ON MUNICIPAL WATER SYSTEM

VALUATION & DEPRECIATION --

In the consideration of valuation, it is understood that value is a matter of well informed opinion. There is no rule or formula applicable to all cases. It is well recognized that the cost of a water works system often throws light upon its value. It is also recognized that such a system may be worth much more or much less than it cost. In the valuation of any commercial enterprise, the prosperity of the business also has bearing upon value. In water works valuation the facts must be kept prominently in mind that it is a living property that is being valued, not an assembly of pipes, pumps and structures. In general business it is well recognized that a going concern in operation, provided with an organization, connected customers, and possessing a net revenue, is more valuable than a similar enterprise without all of these advantages.

Water works properties, in the great majority of cases, have an unlimited life. Their sources of supply may be bettered, enlarged, or even abandoned and new sources substituted for them; their reservoirs, conduits, pipe lines, pumping stations and other structures may undergo radical changes; but the water works as a whole, designed to serve the people, commerce and industry of the community, will continue to live. Also, a water system is obligated to maintain a reasonably high standard of service.

In the maintenance of the property are involved the cost of repairs, and the losses in value or depreciation divided into "physical depreciation", or loss in physical value due to age, and wear and tear; "functional depreciation", or loss due to unfitness, inadequacy, obsolescence, or

like cause; and "contingent depreciation" or losses due to storm, flood, accident, and other similar causes.

There are three general methods of computing depreciation; namely, the Straight-Line Method, the Sinking Fund Method, and the Minimum Percentage of Annual Valuation Method.

The straight-line method is based on establishing a fair annual depreciation allowance in direct proportion to the probable years of useful life. If, for example, the estimated useful life of a structure is ten (10) years, one-tenth of the structure is lost by depreciation annually; and the accrued depreciation upon the structure, if five years of life had elapsed, would be five-tenths, or fifty per cent, of the cost. Mr. Stuart Purcell, Chairman of the Public Service Commission of Maryland, who is serving on a Depreciation Committee of the National Association of Railroad and Utility Commissioners, advises me that the National Committee favors this method of depreciation.

The sinking fund method of computing depreciation is based upon a relatively slow rate of depreciation of water works structures in the early years of their use with an accelerated rate towards the end of their useful lives. These requirements are not met by the straight-line method, but are met, in a fair degree, by the sinking fund method. This method is based upon the assumption that the depreciation in any year would be the same as the increase in value of a sinking fund computed for the same age and life. It is difficult to use this method at the present time because the Municipal Water Department cannot invest its funds under present laws. Under these circumstances, no attempt was made to prepare a depreciation chart on this basis. However, I suggest that this matter be discussed with the City Auditors.

The minimum percentage of an annual valuation method establishes a reasonable yearly depreciation slightly higher than the sinking fund method and yet considerably lower than the straight-line method. This method confirms the practical criteria which has been observed by engineers and public utility operators over a period of years.

The application of the straight-line method, when applied to the Salisbury Water System as completed by the Water and Sewer Commission on June 17, 1928, reveals the following interesting data:

SCHEDULE NO. I

STRAIGHT-LINE METHOD

Unit of Waterworks	Construction Cost	Annual Depreciation Useful Years	Amount
Schumaker's Dam	$ 7,579.21	60	$ 103.00
Kelly Wells (5)	15,708.49	40	391.00
Suction Piping from Wells	9,074.05	40	227.00
Aerator Plant	4,452.18	40	111.00
Reservoir (550,000 gallon)	27,793.72	50	556.00
Pumping Station	32,790.56	50	498.00
Pumping Plant Equipment	48,117.76	39 (ave.)	1,611.00
Discharge Piping	3,080.77	100	31.00
Elevated Tanks (2) & Overflow Sewer	17,487.13	50 (ave.)	309.00
Cast Iron Mains	217,495.80	100	2,179.00
Valves & Boxes	11,480.36	50	230.00
Water Services	10,843.57	30	362.00
Water Mains	2,357.61	30	79.00
Fire Hydrants & Hydrant Valves	20,995.24	50	420.00
Hydrant Piping	2,472.20	100	25.00
Valuation as of 6-17-28 --	$431,728.65		$7,132.00

Depreciation Reserve on this Valuation would be $106,980 as of 12-31-42.

Note: Schedule No. 1 does not take into consideration the improvements made since 1928, which amounted to an additional $385,268.32.

Upon reviewing the information shown in Schedule No. I, you will observe that the straight-line method was computed on an average over-all useful life of fifty-nine (59) years. The useful life of some of the units shown is far in excess of normal water works structures. This was done for the purpose of presenting a conservative plan of depreciation.

Inasmuch as the water works system is owned by the people of Salisbury and profit is not legally permissible, it is suggested that an annual depreciation, based upon a minimum percentage of annual valuation, be considered. Schedule No. II, shown below, is in conformity with this method which assumes that 1.25 per cent of annual valuation is a fair depreciation.

SCHEDULE NO. II

MINIMUM PERCENTAGE OF ANNUAL VALUATION METHOD

Year	Valuation from Audit	Depreciation
1928	$431,728.65	$ 5,396.61
1929	455,000.00 *	5,687.50
1930	478,309.13	5,978.86
1931	489,091.48	6,113.64
1932	500,374.83	6,254.69
1933	504,371.41	6,304.64
1934	521,584.48	6,519.81
1935	524,977.17	6,562.21
1936	540,422.48	6,755.28
1937	603,242.71	7,540.53
1938	707,444.88	8,843.06

...continued...

* Estimated Valuation.

Schedule No. II continued...

Year	Valuation from Audit	Depreciation
1939	$764,809.60	$ 9,560.12
1940	800,636.29	10,007.95
1941	807,374.47	10,092.18
1942	816,996.97	10,212.46
Total Depreciation		$111,829.54

In comparing Schedule No. I with Schedule No. II, the straight-line method of depreciation, including valuation as of June 17, 1928, and subsequent improvements from the years 1928 to 1943, might create an excessive depreciation reserve fund. In using the ultra conservative method, as shown in Schedule No. II, the over-all useful average life of the water system is eighty (80) years, which is actually more than the useful life of many units composing a water works system. Although this method is unusually conservative, it still means that the water system of Salisbury should have a depreciation reserve account amounting to $111,829.54.

The advantages of a reasonable depreciation reserve account are two-fold. In the first place, it is not necessary to resort to bond issues for replacements. This means that the taxpayers will not pay interest over a period of years necessary for the retirement of such bonds. Therefore, a considerable saving would result. Secondly, the water plant and its facilities can be maintained in such a manner that it will be possible to render first class service meeting every reasonable need of the community.

INVENTORY --

The inventory of the Municipal Water System as of December 31, 1942, is divided into two component sections.

In the first section there is included miscellaneous operating supplies, such as lead services, curb stops, branch connections, meter yokes, corporation stops, copper tubing, water meters, meter boxes, small diameter pipe, jointing compound, etc. The value of this section of the inventory is ..... $ 7,786.18

The second section of the inventory contains the following material:

(a) Class "D" Fittings, such as tees, crosses, reducers, bends, plugs, caps and sleeves	$4,234.26
(b) Fire hydrants, gate valves, valve boxes, and hydrant risers	2,005.50
(c) Class 150, Centrifugally Cast, Cast Iron Pipe (6,516 feet -- 4" to 20" sizes)	7,432.36
The value of this section of the inventory is	13,672.12
Total value of Inventory	$21,458.30

The inventory shown herein is the minimum necessary to operate and maintain the water distribution system.

INCOME & OPERATING EXPENSES --

Since its inception, the Municipal Water System has been operated in an efficient and economical manner. Operating expenses have been kept to a minimum, consistent with the rendering of essential public service. Good business methods have been applied throughout every phase of the operation. All purchases, in excess of Fifty Dollars ($50.00) have been made under prepared specifications and sealed bids. Contracts have been awarded to lowest responsible bidders. In cases of standardization, such as fire hydrants, gate valves, etc., bids were received in order to keep manufacturers' prices in line on standardized products. In the

construction and maintenance phases, labor was temporarily employed as needed or required. Collection of current billings has ranged from 93 per cent to 98 per cent. Cooperation from your group, acting as the Board of Directors of the Municipal Water System, has been splendid and the policies formulated by you have been exceedingly helpful.

According to reports prepared by the Office of the Water Department, the total income from water rents and miscellaneous sales for the calendar year 1942 amounted to $94,625.69. It is estimated that approximately $90,000.00 of this amount represents current billings, and the remainder represents funds from delinquent accounts. The operating expenses for calendar year 1942 amounted to $80,463.97, leaving a surplus of $14,161.72 available for deposit in the Depreciation Reserve Account.

The total funds in the Depreciation Reserve Account as of December 31, 1942, amounted to $26,990.00, of which $9,990.00 represents United States Savings Bonds, Series "F".

The total Bonded Indebtedness chargeable against the Water Department amounted to $393,000.00 as of December 31, 1942. According to the bond chart, the interest and retirement on bonds for the next few years are as follows:

Fiscal Year	Interest	Retirement	Total
1943	$15,058.75	$13,000.00	$28,058.75
1944	14,486.25	14,000.00	28,486.25
1945	13,922.50	19,000.00	32,922.50
1946	13,300.00	16,000.00	29,300.00
1947	12,677.50	17,000.00	29,677.50

It is anticipated that the following budget will be required to operate the Municipal Water Department for the calendar year 1943:

INCOME:

Collection from Water Rents & Miscellaneous Sales		$90,000.00

EXPENSES:

Purification & Gaging Station	$ 800.00	
Pumping Station Expenses	14,000.00	
Maintenance of Water Service Connections, Meters & Hydrants	3,500.00	
Truck Expenses	1,200.00	
Maintenance of Supply & Suction Mains	1,000.00	
Maintenance of Equipment, Storage House	250.00	
Office Rent	1,200.00	
Superintendent, Clerks & Office Expenses	8,600.00	
Plumbing Inspection & Meter Reading Expenses.	2,200.00	
Water & Sewer Maps & Records	1,500.00	
Auditing	400.00	
Fire & Liability Insurance	100.00	
Repairs to Storage Tanks & Maint. of Grounds.	500.00	
Repairs to Distribution Mains & Valves	1,000.00	
Repairs to Pumping Station Bldgs.,Equipment, including Maintenance of Grounds	2,500.00	
Maintenance of Sanitary Sewers	1,500.00	
Maintenance of Storm Drains	2,500.00	
Miscellaneous Expenses	500.00	
Interest on Bonds	15,058.75	
Retirement on Bonds	13,000.00	
Contingent Fund	4,000.00	
Total Anticipated Expenses		75,308.75
Anticipated Surplus		$14,691.25
For Depreciation Reserve		10,212.46
Unexpended Balance		$ 4,478.79

Under the provisions of the Water and Sewer Acts, the Water Department is charged with the responsibility of maintaining sanitary sewers and storm water drains. This expense is unpredictable and varies considerably. The amounts shown in the above budget for these particular items are estimated and it may be necessary to draw on the contingent fund in order to insure proper maintenance of these facilities. There are also elements in the operation of the water system that are difficult to predetermine. It may be necessary to make expenditures on wells, suction mains, pumping equipment, and distribution mains that cannot be foreseen. I might add, that if an underrun in actual expenditures occurs, it would be well to transfer this surplus to the Depreciation Reserve Account.

Upon reviewing the schedule of anticipated Income and Expenses, you will observe an unexpended estimated balance of $4,478.79. This estimated balance should be applied as a credit to all customer accounts of the Municipal Water System. Under these circumstances, I recommend that all Flat Rate accounts be given a discount of five per cent (5%) for payment within thirty (30) days after date of bill, to become effective with the billings for Quarter beginning July 1, 1943. I further recommend that all metered accounts be given a five per cent (5%) discount for payment within fifteen (15) days after date of bill: (a) for monthly metered accounts -- effective with August, 1943, billing; (b) for quarterly metered accounts -- effective with September, 1943, billing. This means that all water accounts, regardless of billing dates, have the opportunity to take advantage of discounts for water consumption for period beginning July 1, 1943. If the Water and Sewer

Acts do not legally permit a discount on water bills for payment within stated periods, I suggest that the matter be placed immediately before the State Legislature while it is in Session. If this is impossible, I recommend, as an alternate, that the water rates be uniformly reduced by applying a five per cent (5%) discount on all water bills, eliminating the requirements for payment within stated periods.

I feel that all overhead expenses should be reduced to a minimum, consistent with the efficient rendering of public service and that all possible savings be passed on to our citizens.

FACTUAL DATA --

The following statistical data involves the highlights of the Municipal Water System of Salisbury as of December 31, 1942:

1.	Valuation of Water System	$816,996.97
2.	Flat Rate Accounts	3,405
3.	Metered Accounts	422
4.	Source of Supply	(5 Concrete Wells, (2 Double Casing Gravel Packed Wells, (with average depth of 60-feet.
5.	Water Mains	44.88 miles
6.	Elevated Storage Capacity	550,000 gallons
7.	Underground Storage Capacity	500,000 gallons
8.	Pumping Capacity	5,000 G.P.M.
9.	Fire Hydrants	350
10.	Gate Valves	850
11.	Water Pumpage (1942)	607,266,000 gallons

Respectfully Submitted,

Clark Gardner

Superintendent,
Water Department.

CG vg

CITY HALL - SALISBURY, MARYLAND - March 29, 1943

The Mayor and Council of Salisbury met in regular session at the City Hall, Monday evening, March 29th, at 7:30 with the following members present: Mayor I. Virgil Hitchens, President of Council of W. T. Gardner, Councilmen Albin A. Hayman, John G. Howie, Claude E. Russell, and Clifford H. Duffy.

1. Mr. Curtis Long came before the Mayor and Council relative to his property on the corner of Arch and Oak Streets.

   He explained both streets had been cut through his private property and belonged exclusively to him, that one street had come so close to his front porch it even removed his front steps. The second street, when it was graded, came so close to the side of his house that the grading even extended beyond the underpinning. He further explained that he was damaged to the extent that he could not even sell his property now, and he was therefore asking the Mayor and Council to do one of three things: pay him for the amount of land the City had taken, move his house to a new location on the lot and connect it with City water and sewer, or take the whole property. He also added that he believed he was asking nothing that was unreasonable and if the Council did not see fit to accept one of the three methods, he would have to enter suit. He advised the Council that the house was assessed for $850.00.

   The Council agreed to look into the matter and give him an early reply.

2. H. L. Purnell came before the Mayor and Council relative to his sewer. He explained that the present sewer went down an alley in the rear of his house, back of the Insley property, where it turned and came down to William Street. The sewer now had apparently broken in the center due, he believed, to the digging and placing of the new retainer wall along the by-pass. He requested the Council to take some action toward restoring his sewer service. The Council informed him they would take the matter up and give him an early reply.

3. Acting Chief of Police Wilson presented his weekly log which was ordered accepted and filed.

4. The Harbor Master Mr. Roland Prag presented the Harbor Master report for the month of March 1943. It was ordered accepted and filed upon a motion offered by Councilman Russell, seconded by Councilman Hayman, and duly passed.

   The Harbor Master and the Building Inspector reported jointly that Schine Circuit, Inc. had been notified that their building, known as the Wicomico Theatre, must be put in a safe condition or it would become necessary to order it closed, if not repaired within 30 days.

5. The Mayor and Council received the following bids on tires for the account of Civilian Defense:

Firestone:
No. 1 grade tires - 4 - 750-16 @ 30.99 $123.96
Tubes - 4 - 750-16 @ 5.85 23.40
Less 2% $147.36

Taylor Oil Company
No. 1 grade Tires - 4 - 750-16 - 138.24 less 25% $103.68
Tubes - 4 - 750-16 - 25.72 less 25% 19.29
$122.97

Goodrich Silvertown Stores
No. 1 grade Tires - 2 - 750-16 - 8 ply - $ 52.30
No. 2 grade Tires - 2 - 750-16 - 6 ply - 38.00
Silvertown Tubes - 4 - 750-16 - 16.80
$107.10

Montgomery Ward & Company
Tires - 4 - 750-16 - 6 ply - and
Tubes - 4 - 750-16 - heavy duty - $125.00

Wicomico Garage
Tires - 4 - 750-16 - 23.10 ea. less 20%
18.48 $73.92
Tubes - 4 - 750-16 - 4.40 17.60
$91.52

Councilman Duffy offered a motion, seconded by Councilman Hayman, and duly passed, awarding the purchase of the tires to the lowest bidder, Wicomico Garage, and instructing the City Engineer to secure Kelley tires, if possible.

6. The City Solicitor presented Ordinance No. 492, "AN ORDINANCE entitled "Twenty-ninth Amendment to Zoning Ordinance No. 292" to supplement and amend but in no manner otherwise to change said Zoning Ordinance No. 292, by providing a change in the Use and Height District Regulations of a certain area of land Easterly of Hammond Street and extending from the present Industrial Use Area to the Corporate Limits on the North and East, and more fully described as follows: Beginning for the same on the Northerly limits of the presentIndustrial Use Area surrounding the right of way of the Baltimore and Eastern Railroad Company at a point two hundred (200) feet Easterly of the center line of Hammond Street; etc."

It was read for its first reading and passed upon a motion offered by Councilman Hayman, seconded by Councilman Russell, and duly passed, and was ordered advertised, providing Mr. O. C. Dennis paid for the costs.

7. In connection with the Building Inspector's report on the Wicomico Theatre building, Councilman Russell offered a motion which was seconded by Councilman Hayman directing the City Solicitor to write Schine Circuit, Inc. to inform them that their Wicomico Theatre building must be in a safe condition for occupancy within 30 days or it would become necessary to close the building.

8. Councilman Duffy offered a motion, seconded by Councilman Hayman, and duly passed, authorizing a letter be written to Herman L. Purnell advising him that the City would not be able to repair his sewer as it was on private property, that they would, however, provide any necessary connections he would need in the street.

9. City Engineer informed the Council that Mr. Filbert Lemon had asked that something be done to drain the water from his property which was being backed up by the dump. Councilman Russell offered a motion, seconded by Councilman Hayman, directing the City Engineer to provide for the necessary drainage to remove the water from his property.

10. City Engineer informed the Council that Mr. W. T. Holland had requested him to askee the Mayor and Council if they desired to sell the old grader now on the dump property. City Engineer advised the Council that he believed the grader was of no use to the Street Department and felt it would be satisfactory to sell it. Councilman Howie offered a motion which was seconded by Councilman Duffy and duly passed approving its sale for any sum which could be received in excess of $75.00.

11. The Chesapeake & Potomac Telephone Company forwarded a letter requesting permission to place and maintain a 25-ft. creosoted pine pole and anchor as shown on an attached sketch to be located in the sidewalk on the North side of South Street, East of the By-pass.

    The letter was ordered referred to the Building Inspector for investigation and report.

12. City Engineer presented a notice titled Loan of Materials to Other Departments for posting at the Water Plant. The Council approved it and authorized its posting.

13. City Engineer presented a letter addressed to Mr. Charles Donelson, Director of Airports, Civil Aeronautics Authority, Washington, D. C., and a copy of a resolution relative to paving the airport runways with concrete. Councilman Russell offered a motion seconded by Councilman Hayman, approving both the letter and the resolution and ordering a copy attached to the minutes.

14. Mayor and Council received a memorandum forwarded by Mr. W. T. Holland, which requested the City to furnish a copy of the current budget and copies of audit reports for the last three fiscal years and a statement from the City showing its willingness or unwillingness to contribute on behalf of the nursery project. This information, it was explained, was necessary to submit in connection with the Service Men's Center's request for Federal Aid.

Councilman Howie offered a motion which was seconded by Councilman Hayman instructing the City Clerk to advise Mr. Holland to contact the LaFrance Company for copies of the audits for the last three fiscal years.

15. City Engineer presented a letter from Congressman David J. Ward in which he forwarded a copy of the letter he was today giving to the Salisbury Times for publication. Upon a motion it was ordered accepted and filed.

16. City Engineer presented a letter from the Office of Price Administration requesting information in report form of fuel oil for the Water Plant. Councilman Duffy offered a motion which was seconded by Councilman Howie and passed authorizing the City Engineer to furnish the necessary information.

17. City Engineer presented a request from Mr. Nevins Foskey and Nathan Foskey for city water since their electric pump had failed. Councilman Howie offered a motion which was seconded by Councilman Hayman authorizing the City Engineer to try to secure the necessary authority from the War Production Board.

18. Superintendent of the Water Department presented his six months' report on the operations of the water and sewer department for the period ending December 31, 1942. Councilman Howie offered a motion seconded by Councilman Duffy ordering the report to be received and filed.

19. City Engineer presented a Financial Report of the Water Department for the month of February 1943.

Upon the recommendation of the Superintendent of the Water Department, Councilman Russell offered a motion which was seconded by Councilman Hayman directing the transfer of $3010.00 from the Operating Account to the Depreciation Reserve Account.

20. City Engineer presented a request from Dean Powell, Chief of Emergency War Radio Communications for the loan of 75 feet of copper tubing.

Upon the recommendation of City Engineer, Councilman Russell offered a motion seconded by Councilman Howie approving the loan.

21. Purchase Order No. L-98, covering the purchase of an electric grinder, was submitted and approved, at the same time authorizing the Mayor to sign the priority statement upon a motion offered by Councilman Hayman, seconded by Councilman Howie, and duly passed.

22. City Engineer reported the receipt of a letter from Mr. P. A. Morrison of the State Roads Commission in which

he was requested to repair the shoulders along the road on E. Church Street which was recently dug up to provide for water and sewer extension to the new E. Salisbury school.

Since the Board of Education had already deposited money to provide for water and sewer work and the repair of the shoulders, a motion was offered by Councilman Duffy, seconded by Councilman Russell, and passed, approving the repair as soon as, and if, the material could be obtained.

23. City Engineer presented a bulletin to the Mayor and Council from the War Production Board addressed to all agencies issuing building permits.

24. City Clerk presented a request received from Mrs. Carter for the use of the Oliphant property along the by-pass as a Victory garden. The Mayor and Council found it would be satisfactory to be used as such.

25. In connection with Resolution 1 relative to the Curtis Long request, the City Engineer was instructed to secure prices from Mr. Marvel of Laurel on moving the Long house to a new location on his lot.

26. On a motion made and passed, the hours of all garbage department employees were fixed as follows:

8:00 to 5:00 daily with 1 hour for lunch
8:00 to 3:00 Saturday with 1 hour for lunch

These are to become effective week beginning April 5th. An additional motion was made, seconded, and passed directing that the garbage trucks, beginning April 5th, be left each night at the City barn.

27. A recommendation from the P. T. A., Parent Teachers Association, was presented to the Council. It requested that the removal of the traffic light at Church and Isabella Streets be held up for a short time in order that they might have time to study the effect of its removal. The Council agreed to take no action on the removal for the time being.

28. Vouchers No. 19528 to 19563 inclusive were read, approved, and authorized signed upon a motion offered by Councilman Hayman, seconded by Councilman Duffy, and duly passed.

29. The minutes of the meeting of March 22, 1943 were read and approved upon a motion offered by Councilman Russell, seconded by Councilman Hayman, and duly passed.

30. Councilman H$_o$wie offered a motion which was seconded by Councilman Hayman directing City Clerk to write the Civil Service Commission and request the approval of a transfer of Mr. E. W. Merrick from his present position

to the park for the summer months and to request approval for an additional man to work in the park for the summer months.

31. A request from the Chesapeak and Potomac Telephone Company for the use of the softball court on Thursdays from 6:00 until dark and Sundays from 2:00 to 4:00 was received.

Councilman Howie offered a motion which was seconded by Councilman Duffy approving the granting of the request.

32. After reviewing the proposed budget for the fiscal year October 1, 1943 to September 30, 1944, Councilman Russell offered a motion which was seconded by Councilman Hayman approving it and authorizing its adoption.

33. The notice of levy showing the levy of $121,277.67 levied for general purposes was presented, together with the levy of $55,974.31 levied for Sinking Fund purposes and showing the rates to be $.65 and $.30 per $100.00 respectively for a total of $.95 per $100.00 was presented. Councilman Russell offered a motion seconded by Councilman Hayman and passed approving the notice and authorizing its advertisement in both papers.

34. Mayor and Council directed the Building Inspector to contact the City Solicitor for advise relative to a building permit for Mr. Fleming and to follow his advice.

the meeting adjourned at 11:00.

APPROVED:

4/5/43
Date

W. J. Garrison
President of Council

Wade H. Dooley Jr.
Clerk

The Mayor and Council Of Salisbury

NOTICE OF LEVY

Pursuant to the provisions of Section 282 of Article 23 of the Code of Public Local Laws of Maryland, (Flack's Edition of 1930), I, Wade H. Insley, Jr., Clerk of Salisbury, hereby give notice that at a meeting of the Mayor and Council of Salisbury, held on Monday, March 29th, 1943, the Council of Salisbury made the levy for the fiscal year beginning October 1st, 1943, as follows:

There was levied for General purposes under Section 291 of Article 23 the sum of $121,277.67, the same being at the rate of sixty-five cents per hundred on the assessable property in the City of Salisbury.

There was levied for the purpose of the payment of Interest on Bonded Indebtedness and for the Retirement of Bonds under the several Ordinances of The Mayor and Council of Salisbury the sum of $55,974.33, the same being at the rate of thirty cents per hundred on the assessable proyerty in the City of Salisbury, making the total Tax Rate for the fiscal year beginning October 1st, 1943, ninety-five cents per one hundred dollars of assessable property.

By order of the Mayor and Council of Salisbury, dated March 29th, 1943.

WADE H. INSLEY, Jr.,
Clerk of Salisbury.

4-1-43-1t

CERTIFICATE OF PUBLICATION

Salisbury, Md., Apr 2nd 1943

WE HEREBY CERTIFY that the annexed

Notice of Levy

has been published in The Salisbury Advertiser and Wicomico Countian, a weekly newspaper published in Wicomico County, Md., for One successive weeks before ~~One~~ April 1st, 43

~~19~~

THE SALISBURY ADVERTISER CO.
Publishers of the Salisbury Advertiser and Wicomico Countian.

By Wallace H. White
Manager

THE MAYOR AND COUNCIL
OF SALISBURY

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By order of the Mayor and Council of Salisbury, dated March 29th, 1943.

WADE H. INSLEY, JR.,
Clerk of Salisbury.

Certificate of Publication

Salisbury, Md., March 31 1943

WE HEREBY certify that the annexed Notice of levy was published in THE SALISBURY TIMES on March 30, 1943

Brush-Moore Newspapers, Inc.
Publishers of The Salisbury Times.

per. M.J.S.

THE MAYOR AND COUNCIL OF SALISBURY

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By order of the Mayor and Council of Salisbury, dated March 29th., 1943.

Wade H. Insley, Jr.,
Clerk of Salisbury.

City of Salisbury

MARYLAND

March 27, 1943.

IMPORTANT NOTICE

TO: Mr. James Chatham
Mr. Mervin Ellis
Mr. I. J. Wootten

FROM: Clarke Gardner, Superintendent, Water Department

SUBJECT: Loan of Materials to Other Departments

It has been called to my attention that certain articles and supplies of the Water Plant have been loaned or borrowed by persons working in other City departments.

Inasmuch as all supplies issued by request order from the Water Plant are charged to the Water Department, please do not loan any materials to other departments without permission from this office.

Clarke Gardner,
Superintendent,
Water Department.

CG/lb

This letter was sent also to

Mr. A. P. Harwood, Regional Manager,
C.A.A., LaGuardia Field, N. Y.

March 25, 1943

A-6
Salisbury, Md. Airport
CAA Docket 904-18-2

Mr. Charles Donelson,
Director of Airports,
Civil Aeronautics Administration,
Washington, D. C.

Dear Mr. Donelson:

Subject - Salisbury Airport

On March 16 the matter of paving requirements and maintenance costs on the Salisbury Airport were discussed at a joint meeting of the sponsors, namely, The Mayor and Council of Salisbury and the County Commissioners of Wicomico County. A subsequent meeting was held by the Board of Directors of the Salisbury Chamber of Commerce, Inc., on March 18 for the same purpose.

As a result of these discussions the sponsors of the Salisbury Airport together with the Board of Directors of the Salisbury Chamber of Commerce have prepared resolutions requesting the Civil Aeronautics Administration to award contracts if possible on the basis of constructing concrete runways on the Salisbury Airport. Copies of the two resolutions are enclosed for your consideration.

We might add that our observation of various types of paving in this locality leads us to believe that concrete materials are less costly to maintain and appear to be more satisfactory over a longer period of years.

We trust that you will give our request favorable consideration.

Sincerely yours,

cc: The Mayor and Council ✓
County Commissioners
Chamber of Commerce

CG/lb

City Engineer.

RESOLUTION

WHEREAS, At a joint meeting of The County Commissioners of Wicomico County and the Mayor and Council of Salisbury, sponsors of the Salisbury Airport, held on March 16, 1943, the matter of paving requirements and maintenance costs were discussed, and

WHEREAS, Under agreement dated January 21, 1942, the maintenance of the Salisbury Airport was enumerated as a specific obligation of the sponsors, and

WHEREAS, It has been brought to the attention of the City and County authorities that two types of runway paving were being considered by the Civil Aeronautics Administration --

a. Two (2) inches of asphalt material over eight (8) inches of bank gravel over six (6) inches of local sand,

b. Six (6) inches of concrete over six (6) inches of bank gravel, and

WHEREAS, The sponsors feel that the proposed asphalt paving is not comparable to the concrete paving,

BE IT THEREFORE RESOLVED That The County Commissioners of Wicomico County and The Mayor and Council of Salisbury request the Civil Aeronautics Administration take cognizance of the fact that the sponsors have assumed the future maintenance requirements, and

BE IT FURTHER RESOLVED That the County Commissioners of Wicomico County and The Mayor and Council of Salisbury go on record favoring the concrete paving of six (6) inches thickness as more desirable than (2) inches of asphalt because it will be less costly to maintain, and

BE IT FURTHER RESOLVED That copies of this Resolution be forwarded to Mr. Charles Donelson, Director of Airports, C.A.A., Washington, D. C., and Mr. A. P. Harwood, Regional Manager, C.A.A., at La-Guardia Field, New York.

The County Commissioners of Wicomico County

President

The Mayor and Council of Salisbury

Mayor

* * * \

SCHEDULE OF ANTICIPATED
R E V E N U E
Oct. 1, 1943 - September 30, 1944

GENERAL FUND — March 26, 1943

INCOME FOR GENERAL PURPOSES:			
Real Property	$14,716,152.		
Personal Property	941,952.		
Personal S. T. C. (Est.)	3,000,000.		
Total	$18,658,104.	@ .65 per C	$121,277.67
Less 10% Reserve for Depreciation or Loss			12,127.76
			$109,149.91
OTHER SOURCES:			
Bank Stock			$ 4,500.00
State of Maryland			3,000.00
Board of Education			500.00
Licenses			500.00
Building Permits			250.00
Franchise Tax			1,000.00
Interest on Delinquent Taxes			3,000.00
Street Repairs and Assessments			50.00
Filing Fees and Elections			100.00
Water Department Rent			1,200.00
Wicomico County Commissioners			10,000.00
			$ 24,100.00
Total Income for General Purposes			$133,249.91
INCOME FOR SINKING FUND:			
1943 Taxes on Real & Personal Property			
$18,658,104. @ .30 per C			$ 55,974.31
Less 10% Reserve for Depreciation or Loss			5,597.43
			$ 50,376.88
Income from By-Pass Property			600.00
Sinking Fund Surplus on hand 3/26/43			10,000.00
Plus Estimated Sinking Fund Collections 3/26/43 to 9/30/43			3,500.00
			$ 64,476.88
REQUIREMENTS FOR SINKING FUND PURPOSES:			
Total Bond & Coupon Redemptions	$60,452.50		
Redemption of By-Pass Notes	3,000.00		
Maximum Interest Charges on $24,000.00 By-Pass Highway Utility Notes	960.00		
	$64,412.50		$ 64,412.50
Surplus			$ 64.38

MUNICIPAL BUDGET FOR THE FISCAL YEAR ENDING 9-30-44
(Allocation for General Expenses)

ACCT. NO. 1 - GENERAL GOVERNMENT:

Acct. No. 10 - Legislative Branch:		
110.1	Salaries - Mayor & Council	$ 2,100.00
110.2	Expenses - Mayor and Council	100.00
110.3	Elections & Registrations	600.00
		$ 2,800.00
Acct. No. 11 - Department of Finance:		
111.1	Salary - Clerk-Treasurer	$ 2,400.00
111.2	Salaries - Clerks	3,328.00
111.3	Stationery & Printing	500.00
111.4	Advertising & Printing	300.00
111.5	Bond - City Treasurer's Office	505.00
111.6	Telephone Clerk's Office	75.00
111.7	Auditing	500.00
111.8	Assessments	200.00
		$ 7,808.00
Acct. No. 12 - Legal Department:		
112.1	Salary - City Solicitor	$ 400.00
112.2	Legal Expenses	300.00
		$ 700.00
Acct. No. 13 - Miscellaneous Expenses:		
113.1	Interest on Temporary Loans	$ 600.00
113.2	Membership - Chamber of Commerce	25.00
113.3	Donation - Public Libraries	160.00
113.4	Donation - Salvation Army	150.00
113.5	Donation - Boy's Band	200.00
113.6	Civil Service Commission	750.00
113,7	Miscellaneous	100.00
113.8	Compensation Insurance	800.00
113.9	Insurance on Automotive Equipment	500.00
113.10	Insurance on Buildings & Contents	250.00
		$ 3,535.00

ACCT. NO. 2 - DEPARTMENT OF PUBLIC SAFETY:

Acct. No. 14 - Fire Department:		
214.1	Custodians	$ 6,760.00
214.2	Firemen's Fund	3,000.00
214.3	Accident Insurance	685.00
214.4	Fire Insurance on Building	51.00
214.5	Fuel & Oil	700.00
214.6	Cleaning Bedrooms	144.00
214.8	Laundry	210.00
214.9	Gas-Hot Water Heater	150.00
214.10	Oil and Gasoline Fire Trucks	500.00
214.11	Repairs to Building	500.00
214.12	Repairs to Equipment	700.00
214.13	Supplies	500.00
214.14	Telephone	175.00
214.15	Fire Prevention & School	125.00
214.16	Chief's Salary	200.00
214.18	Vacation & Sick Leave	200.00
		$14,600.00

Acct. No. 15 - Police Department:		
215.1	Salary - Chief of Police	$ 2,340.00
215.2	Salaries - Regular Police	8,268.00
215.3	Salaries - Extra Police	11,310.00
215.4	Uniforms & Equipment	800.00
215.5	Auto & Motorcycle Exp. .	1,000.00
215.7	Telephone & Telegraph Expense	75.00
215.8	Stationery & Printing, Etc.	200.00
215.9	Police Radio	400.00
		$24,393.00
Acct. No. 16 - Street Lighting:		
216.1	Street Lighting	$15,000.00
Acct. No. 17 - Dept. of Bldg. Insp.		
217.1	Salary - Building Inspector	$ 2,080.00
217.2	Office Expense	50.00
217.3	Automobile Expenses	50.00
		$ 2,180.00

ACCT. NO. 3 - DEPARTMENT OF HEALTH

Acct. No. 18 - Health Department:		
318.1	Salary - Health Officer	$ 300.00
318.2	Removal of Weeds	100.00
318.3	Oiling Lakes & Ponds	0.00
		$ 450.00

ACCT NO. 4 - DEPARTMENT OF PUBLIC WORKS:

Acct. No. 19 - Engineering Department:		
419.1	Salary - City Engineer	$ 2,100.00
419.2	Salaries - Engineering Pers.	4,316.00
419.3	Salary - Stenographer	780.00
419.4	Office Expenses	200.00
419.6	Telephone & Telegraph Expense	100.00
419.5	Automobile Expenses	200.00
		$ 7,696.00
Acct. No. 21 - Rivers & Harbors:		
421.1	Salary - Harbor Master	$ 150.00
421.2	Miscellaneous Expenses	25.00
		$ 175.00

Acct. No. 28 - Street Cleaning & Catch Basin Maintenance:		
422.1	Labor - Street Cleaning	$ 3,487.20
422.2	Labor - Catch Basin Maintenance	2,132.00
422.3	Small Tools & Supplies	150.00
422.4	Repairs to Street Cleaning Equipment	700.00
422.5	Gasoline & Oil	275.00
		$ 6,744.20
Acct. No. 23 - Street Maintenance:		
423.1	Labor	$10,920.00
423.2	Asphalt for Maintenance	2,500.00
423.3	Stone for Maintenance	2,500.00
423.4	Gasoline, Oil & Kerosene	1,800.00
423.5	Repairs to Trucks	800.00
423.6	Repairs to Other Equipment	1,200.00
423.7	Small Tools & Supplies	200.00
		$19,920.00
Acct. No. 24 - Garbage Department:		
424.1	Labor	$ 8,064.00
424.2	Gasoline, Oil & Grease	800.00
424.3	Repairs to Trucks	750.00
424.6	Telephone	45.00
424.7	Supplies	25.00
		$ 9,684.00
Acct. No. 25 - Municipal Park:		
425.1	Maintenance of Grounds	$ 2,198.00
425.2	Rental of Trucks	
425.3	Small Tools & Supplies & Repairs	200.00
425.5	Salary - Park Police	612.00
		$ 3,010.00
Acct. No. 26 - Emergency Flood & Storm Anticipation:		
426.1	Labor & Materials	$ 1,000.00

ACCT. NO. 5 - PUBLIC PROPERTIES:

Acct. No. 27 - City Hall Building:		
527.1	Salary Custodians	$ 546.00
527.2	Fuel	300.00
527.3	Supplies	200.00
527.4	Repairs to Building	500.00
527.5	Fire Insurance	
		$ 1,546.00

Acct. No. 28 - City Yards - Mill & Willow Streets;		
528.1	Salaries to Custodians	$ 2,028.00
528.2	Repairs to Bldg. & Capital Improvement	100.00
528.3	Supplies	100.00
528.4	Compensation Insurance	
528.5	Repairs to Equipment	1,560.00
		$ 3,788.00

ACCT. NO. 6 - PUBLIC IMPROVEMENT:

Acct. No. 30 - General Public Improvement:		
630.3	City-County Airport	$ 1,000.00
630.4	Opening & Widening Streets	100.00
630.7	Colored Playground	500.00
		$ 1,600.00

ACCT. NO. 7 - CAPITAL EQUIPMENT:

Acct. No. 34 - Purchase of Equipment:		
734.1	Police Car	$ 600.00

ACCT. NO. 8 - MISCELLANEOUS:

Acct. No. 35 - Miscellaneous		
835.3	Contingent Fund	$ 3,520.71
835.4	Defense	2,500.00
		$ 6,020.71
	Total	$133,249.91

APPROVED:

3/29/43
Date

W. O. Garvey
President of Council

Wade H. Dudley Jr.
Clerk

PARKING METER & TRAFFIC FUND
BUDGET FOR FISCAL YEAR ENDING 9-30-44

RECEIPTS

Parking Meter Collections	$7200.00
Parking Fines	900.00
	$8100.00

DISBURSEMENTS

Acct.		
1	- Salaries	$6370.00
2	- Electric Traffic Lights	
3	- Electricity for Lights	500.00
4	- Repairs & Parts to Meters	100.00
5	- Street Signs	75.00
6	- Street Markings & Supplies	300.00
7	- Truck Expense	200.00
8	- Stationery - Printing & Supplies	100.00
9	- Insurance	30.00
11	- Contingent Fund	425.00
	Total	$8100.00

SINKING FUND REQUIREMENTS FOR YEAR ENDING SEPTEMBER 30, 1944

Date Due				Payable	Issue
Oct.1.43	Int.	$ 922.50	Street Improvement	S.N.B.	Apr.1.31
Oct.1.43	Int.	343.75	By Pass Road of '37	F.&M.	Oct.1.37
Oct.1.43	Red.	1000.00	By Pass Rd. of '37	F.&M.	Oct.1.37
Oct.1.43	Int.	371.25	Sanitary Sewers	F.&M.	Oct.1.40
Oct.1.43	Red.	1000.00	Sanitary Sewers	F.&M.	Oct.1.40
		$3637.50			
Nov.1.43	Int.	$ 288.75	Street & Drain of '36	C.T.C.	Nov.1.38
Nov.1.43	Red.	1000.00	Street & Drain of '36	C.T.C.	Nov.1.38
Nov.1.43	Int.	481.25	By Pass Highway Utility '41	F.&M.	May 1.41
		$1770.00			
Dec.1.43	Int.	$ 67.50	Fire Department Equip.	C.T.C.	Junel.29
Dec.1.43	Int.	618.75	Sewer & Drain of '37	C.T.C.	Dec.1.37
Dec.1.43	Red.	1000.00	Sewer & Drain of '37	C.T.C.	Dec.1.37
		$1686.25			
Feb.1.44	Int.	$ 440.00	Camden Sewer	F.M.B.	Aug.1.35
Feb.1.44	Red.	1000.00	Camden Sewer	F.M.B.	Aug.1.35
Feb.1.44	Int.	720.00	Water Supply Imp. S & D	F.M.B.	Feb.1.36
Feb.1.44	Red.	1000.00	Water Supply Imp. S & D	F.M.B.	Feb.1.36
Feb.1.44	Int.	530.00	By Pass Utilities	F.M.B.	Feb.1.41
Feb.1.44	Red.	1000.00	By Pass Utilities	F.M.B.	Feb.1.41
		$4690.00			
Mar.1.44	Int.	$6750.00	Water & Sewer	C.T.C.	Mar.1.26
Mar.1.44	Red.	23000.00	Water & Sewer	C.T.C.	Mar.1.26
		$29750.00			
Apr.1.44	Int.	$ 922.50	St. Improvement	S.N.B.	Apr.1.31
Apr.1.44	Red.	5000.00	St. Improvement	S.N.B.	Apr.1.31
Apr.1.44	Int.	330.00	By Pass Road of '37	F.M.B.	Oct.1.37
Apr.1.44	Int.	360.00	Sanitary Sewers	F.M.B.	Oct.1.40
		$6612.50			
May 1.44	Int.	$ 275.00	St. & Drain of '36	C.T.C.	Nov.1.38
May 1.44	Int.	481.25	By Pass Highway Utilities	F.M.B.	May 1.41
		$ 756.25			
Jun.1.44	Int.	$ 67.50	Fire Dept. Equip.	C.T.C.	Jun.1.29
Jun.1.44	Red.	3000.00	Fire Dept. Equip.	C.T.C.	Jun.1.29
Jun.1.44	Int.	605.00	Sewer & Drain of '37	C.T.C.	Dec.1.37
		$3672.50			
Aug.1.44	Int.	$ 420.00	Camden Sewer	F.M.B.	Aug.1.35
Aug.1.44	Int.	705.00	Water Supply Imp. S & D	F.M.B.	Feb.1.36
Aug.1.44	Int.	520.00	By Pass Highway Utilities	F.M.B.	Feb.1.41
		$1645.00			
Septl.44	Int.	$6232.50	Water & Sewer	C.T.C.	Mar.1.26
			Total	$60,452.50	

SINKING FUND REQUIREMENTS
CONTINUED

Street Improvement	Interest	$1845.00	
	Redemption	5000.00	$6845.00
By Pass Road of '37	Interest	$ 673.75	
	Redemption	1000.00	1673.75
Sanitary Sewers	Interest	$ 731.25	
	Redemption	1000.00	1731.25
Street & Drain of '36	Interest	$ 563.75	
	Redemption	1000.00	1563.75
By Pass Highway Utilities of '41	Interest	$ 962.50	962.50
Fire Dept. Equipment	Interest	$ 135.00	
	Redemption	3000.00	3135.00
Sewer & Drain of '37	Interest	$1223.75	
	Redemption	1000.00	2223.75
Camden Sewer Acquisition	Interest	$ 860.00	
	Redemption	1000.00	1860.00
Water Supply Imp. & Sewer Drain of '36	Interest	$1425.00	
	Redemption	1000.00	2425.00
By Pass Road & Public Utility	Interest	$1050.00	
	Redemption	1000.00	2050.00
Water & Sewer	Interest	$12982.50	
		23000.00	35982.50
			$60452.50
Interest on Bonds		$22452.50	
		38000.00	
			$60452.50

WATER DEPARTMENT BOND & INTEREST REQUIREMENTS
ENDING SEPTEMBER 30, 1944

Date Due				Payable	Issue
Nov.1.43	Int.	$1125.00	Water & Sewer	C.T.C.	May 1.28
Nov.1.43	Int.	1552.50	Water & Sewer	C.T.C.	May 1.31
Nov.1.43	Int.	632.50	Water & Sewer of '38	F.M.B.	Nov.1.38
Nov.1.43	Red.	1000.00	Water & Sewer of '38	F.M.B.	Nov.1.38
		$4310.00			
Dec.1.43	Int.	$ 22.50	Water & Sewer Extension	C.T.C.	Junel.30
Jan.1.44	Int.	$ 562.50	Water & Sewer	S.N.B.	Jan.1.29
Jan.1.44	Red.	3000.00	Water & Sewer	S.N.B.	Jan.1.29
Jan.1.44	Int.	701.25	Water & Sewer of '37	F.M.B.	Jan.1.37
Jan.1.44	Red.	2000.00	Water & Sewer of '37	F.M.B.	Jan.1.37
Jan.1.44	Int.	348.75	Sanitary Sewers of '39	F.M.B.	Jul.1.39
		$6612.50			
Feb.1.44	Int.	$1462.50	Water & Sewer	C.T.C.	Aug.1.27
Feb.1.44	Int.	900.00	Water & Sewer of '34,Series	AF.&M.	Feb.1.34
Feb.1.44	Red.	1000.00	Water & Sewer of '34 "	F.M.B.	Feb.1.34
		$3362.50			
May 1.44	Int.	$1125.00	Water & Sewer	C.T.C.	May 1.28
May 1.44	Int.	1552.50	Water & Sewer	C.T.C.	May 1.31
May 1.44	Red.	2000.00	Water & Sewer	C.T.C.	May 1.31
May 1.44	Int.	618.75	Water & Sewer of '38	F.M.B.	Nov.1.38
		$5296.25			
Jun.1.44	Int.	$ 22.50	Water & Sewer Extension	C.T.C.	Jun.1.30
Jun.1.44	Red.	1000.00	Water & Sewer Extension	C.T.C.	Jun.1.30
		$1022.50			
Jul.1.44	Int.	$ 495.00	Water & Sewer	S.N.B.	Jan.1.29
Jul.1.44	Int.	673.75	Water & Sewer of '37	F.M.B.	Jan.1.37
Jul.1.44	Int.	348.75	Sanitary Sewersof '39	F.M.B.	Jul.1.39
Jul.1.44	Red.	1000.00	Sanitary Sewers of '39	F.M.B.	Jul.1.39
		$2517.50			
Aug.1.44	Int.	$1462.50	Water & Sewer	C.T.C.	Aug.1.27
Aug.1.44	Red.	3000.00	Water & Sewer	C.T.C.	Aug.1.27
Aug.1.44	Int.	880.00	Water & Sewer of '34,"Series A"	F.&M.	Feb.1.34
		$5342.50			
			Total	$28,486.25	

Water & Sewer Bonds

Interest	$14,486.25
Redemption	14,000.00
	$28,486.25

CITY HALL - SALISBURY, MARYLAND - April 5, 1943

The Mayor and Council of Salisbury met in regular session at the City Hall, Monday evening, April 5th, at 7:30 with the following members present: Mayor I. Virgil Hitchens, President of Council W. T. Gardner, Councilmen Albin A. Hayman, John G. Howie, Claude E. Russell, and Clifford H. Duffy.

1. The Harbor Master reported he was still working with the Dickerson Estate toward the repair of their water front property.

2. The Plumbing Inspector presented his report for the month of March, and it was ordered accepted and filed.

3. The minutes of the meeting of the Mayor and Council of March 29th were read and approved after amending Resolution 5 by adding, immediately after the first paragraph, " for the account of Civilian Defense," upon a motion offered by Councilman Howie, seconded by Councilman Duffy, and duly passed.

4. In the absence of Acting Chief Wilson, Sgt. Larmore presented the Police Department's weekly log which was ordered accepted and filed upon a motion by Councilman Duffy and seconded by Councilman Howie.

5. The Building Inspector presented his monthly report for the month of March which was ordered accepted and filed.

6. City Engineer presented Purchase Order No. L-100 to the Fulton Iron Works Company, St. Louis, Missouri, for Rotary water pump parts on which was required a signature for priority statement. Both the Purchase Order and the signing of the priority statement were authorized upon a motion offered by Councilman Howie, seconded by Councilman Duffy, and duly passed.

7. City Engineer presented Purchase Order No. L-99 to the Homelite Corporation, 203 Riverdale Avenue, Port Chester, New York, and it was approved upon a motion offered by Councilman Howie and seconded by Councilman Duffy.

8. City Engineer presented a copy of a letter received from Mr. A. P. Harwood, Acting Regional Manager, C. A. A., in which he acknowledged receipt of the resolution from the Mayor and Council, the County Commissioners, and the Chamber of Commerce.

9. City Engineer also presented a copy of a letter from Paul H. Stafford, Acting Chief, Engineering and Construction Section, Airport Division, C. A. A., Washington, D. C., relative to the same subject above mentioned. Councilman Howie offered a motion which was seconded by Councilman Duffy ordering copies of both letters to become a part of the minutes.

10. Upon the recommendation of the City Engineer, Councilman Howie offered a motion which was seconded by Councilman Duffy to have the Fire Underwriters map of the city of Salisbury brought up to date by the Sanborn Map Company for the sum of $55.00.

11. Mr. Oliver W. Whealton, 209 Maryland Avenue, presented a bill in the amount of $15.00 from Dr. Charles T. Fisher and a bill from the Gordy Drug Company in the amount of $1.50 for expenses incurred for treatment of fractured ribs received while assisting the Police Department in making an arrest recently.

    The Council instructed the Treasurer to prepare a voucher to take care of the above mentioned expenses in a manner to be prescribed by the City Solicitor.

12. City Engineer presented a plan offered by the Eastern Shore Public Service Company to paint the under side of the dim-out shades in order to reflect more light on the streets. The Council accepted the suggestion and ordered a few painted in order to study the results.

13. City Engineer informed the Council that there were several bad spots in the sidewalk throughout the City which should receive attention. Upon a motion offered by Councilman Howie and seconded by Councilman Duffy, the Mayor and Council authorized an investigation of such spots to see what could be done to remedy the situation. Mr. James White was also authorized to assist in the work.

14. City Engineer informed the Council that there were excessive quantities of wire grass and trash being placed out in the streets for the Street Department or the Garbage Department to pick up, which was contrary to Ordinance 147. Councilman Hayman offered a motion which was seconded by Councilman Duffy authorizing a small ad placed in the local papers to inform the public that this trash should not be placed in the streets for removal.

15. City Engineer informed the Council that Mr. Kenneth Leaper had resigned to accept another position.

16. Councilman Hayman offered a motion which was seconded by Councilman Duffy changing Resolution 26 of the minutes of the meeting of the Mayor and Council of March 29th in order to change the hours to make them read: Begin work at 8:00 after reporting to the barn and providing that the day would end after the work was completed. At the same time it was stipulated that each driver should be informed that 25 miles per hour was the maximum speed limit for his vehicle.

17. The Mayor and Council approved of the temporary transfer of a man from the Street Department to fill the position vacated by Mr. Leaper. The Clerk was instructed, at the same time, to advise the Civil Service Commission and request approval for the employment of a new man to fill the vacant position in either the Street Department or Garbage Department, whichever would be more satisfactory after someone could be secured. The motion was offered by Councilman Duffy, seconded by Councilman Hayman, and duly passed.

18. City Engineer informed the Mayor and Council that the local Civilian Defense Council would soon receive four 500-gallon pumps mounted on trailers.

19. City Engineer reported an overexpenditure of $30.99 for radio parts to date and requested a voucher to cover this amount. Councilman Howie offered a motion which was seconded by Councilman Hayman directing the Treasurer to prepare a voucher in the amount of $17.50, the City's one-half share, payable to John W. Downing, Treasurer, and at the same time authorizing it to be signed by both the President of the Council and City Treasurer.

20. Mayor and Council received a request from Mr. Herman L. Purnell to reconsider his recent request to repair a sewer service from his home to the street.

    After discussing the request, the Council found that they were unable to make any changes in their recent decision.

21. City Engineer informed the Council Mr. Henry Roberts was contemplating running a siding from the main Pennsylvania tracks across S. Tower Drive to his warehouse property and suggested it might be advisable to make a survey of the street in order to establish a grade that he might follow in order to prevent any later discovery that the siding might be too high or too low for proper street drainage. The Council authorized the necessary work to be done.

22. The City Engineer presented a request in behalf of Senator R. Fulton Waller for the use of the City's motor grader in completing part of his contract work to the Salisbury-Wicomico County Airport. Councilman Howie offered a motion seconded by Councilman Duffy approving the rental subject to an agreement to be drawn and entered into by the Mayor and Council and Mr. Waller.

23. City Engineer presented a recommendation that the City purchase a quantity of items such as motor grinder, vise, valve grinders, and jack for the sum of $275.00 from Howard Smith for use in the new City garage. Councilman Hayman offered a motion which was seconded by Councilman Howie naming a committee of Councilmen Duffy and Russell to study the recommendation and the equipment for a recommendation to the Council.

24. City Engineer presented Civilian Defense bills in the approximate amount of $350.00 which were in need of payment and for which the Civilian Defense had insufficient funds for payment. Councilman Hayman offered a motion seconded by Councilman Duffy authorizing a voucher be drawn to John W. Downing, Treasurer, in the amount of $175.00 to pay the City's one-half share of this expenditure.

25. Mayor and Council received a request from Mrs. Roger Brown, 1905 N. Division Street, to have the 3 rooms of her house papered ~~painted~~. The Mayor and Council authorized the Building Inspector to examine the property and report back to them.

26. City Treasurer presented a letter from F. W. LaFrentz & Co. which informed the Mayor and Council that the Corona Nurseries Inc. had paid a 1942 Ordinary Business Corporation tax amounting to $42.10 to the City of Salisbury. The letter further stated that the Corona Nurseries was not situated inside the corporate limits and were therefore not taxable. Councilman Hayman offered a motion seconded by Councilman Howie authorizing the Treasurer to prepare a voucher for the refund of $42.10 as it was apparent that they were taxed in error.

27. In order to provide for renewal of two by-pass notes, one expiring April 14, 1943, to the County Trust Company, in the amount of $10,000. and another expiring April 15, 1943 for $14,000. at the Farmers and Merchants Bank, two notes were presented. One was drawn for 120 days to the order of the County Trust Company for $10,000. at 4% dated April 14th, and the other was drawn for 120 days, dated April 15th for $14,000. at 4% to the order of the Farmers and Merchants Bank. Councilman Hayman offered a motion seconded by Councilman Howie authorizing both notes to be signed by the Mayor I. Virgil Hitchens and the Treasurer Wade H. Insley, Jr., at the same time approving vouchers drawn from the By-Pass Salvage fund to provide for interest.

28. City Clerk informed the Council that his office is now ready for the 1943 tax bills, and the Mayor and Council authorized bids be secured for the printing of the new bills.

29. Vouchers Nos. 19564 to 19615 inclusive were read, approved, and ordered signed upon a motion offered by Councilman ~~Howie~~ Hayman and seconded by Councilman Russell.

The Meeting adjourned at 11:15.

APPROVED:

~~3/29/43~~ 4/12
Date

W. J. Garrett
President of Council

Wade H. Insley
Clerk

City of Salisbury

MARYLAND

DEPARTMENT OF PUBLIC WORKS
CLARKE GARDNER
CITY ENGINEER

April 5, 1943

A-6

The Mayor and Council of Salisbury
City Hall
Salisbury, Maryland

Gentlemen:

I am enclosing copy of letter dated April 2 received from Mr. Paul H. Stafford, Acting Chief, Airport Division, Civil Aeronautics Administration, Washington, D. C.

Please retain this information for your files.

Sincerely yours,

Clarke Gardner

City Engineer

CG vg
encl.

DEPARTMENT OF COMMERCE .....
Civil Aeronautics Administration
Washington

April 2, 1943

Department of Public Works
City of Salisbury
Salisbury, Maryland

Attention: Mr. Clarke Gardner, City Engineer

Subject: Salisbury, Maryland, Airport

Gentlemen:

This will acknowledge receipt of your letter of March 25, 1943, with the attached resolutions from the City, County and the Chamber of Commerce. It is noted that, in both your letter and the resolutions, requests are made for the construction of concrete runways on the Salisbury Airport.

In consideration of your requests, there are certain facts that must be taken into account. The first of these is that a contract has been entered into for placing the base course. This contract has been taken over and assumed by the CAA. Another feature is the matter of increased cost for the construction of the concrete. The pavement design for this airport is considered ample and makes use of available, suitable local materials.

We believe you are unduly alarmed over the maintenance cost after the completion of the airport. There will be some maintenance costs on any type of construction built, and these costs will be practically the same for either concrete or the flexible pavement. We have been gathering data on fields now in use and this statement is verified by the information received. If anyone has tole you that concrete will not need maintenance, you have been misinformed. In spite of the most careful design on concrete pavements today, they will crack. These cracks and all joints must be carefully maintained to prevent water from reaching the subgrade and weakening its supporting value.

The Salisbury Airport will have a high-type pavement and you may be certain it will give excellent service.

Very truly yours,

Paul H. Stafford /signed/

Acting Chief, Engineering & Construction
Section, Airport Division

City of Salisbury

MARYLAND

DEPARTMENT OF PUBLIC WORKS
CLARKE GARDNER
CITY ENGINEER

April 2, 1943.

A-6

The Mayor and Council,
City Hall,
Salisbury, Maryland.

Gentlemen:

I am enclosing copy of letter dated March 29, from Mr. A.P. Harwood, Acting Regional Manager, Civil Aeronautics Administration, pertaining to paving requirements for the Salisbury Airport. This letter is in response to a joint resolution adopted by the County Commissioners of Wicomico County, The Mayor and Council of Salisbury, and the Salisbury Chamber of Commerce, Inc.

Upon reviewing the contents of this letter, you will observe that final decision has not been made in relation to type of pavement that will be furnished.

Sincerely yours,

Clarke Gardner

City Engineer.

CG/ib

Enclosure

DEPARTMENT OF COMMERCE

Civil Aeronautics Administration

March 29, 1943

Mr. Clarke Gardner,
City Engineer
City Hall
Salisbury, Maryland

Subject: Runway Paving
Salisbury, Maryland, Municipal Airport

Dear Mr. Gardner:

This is to acknowledge receipt of your letter of March 25, 1943, enclosing a resolution passed by the Mayor and City Council, together with the County Commissioners, and a resolution passed by the Salisbury Chamber of Commerce, both resolutions requesting the Civil Aeronautics Administration to give consideration to concrete pavement for the runways at Salisbury Municipal Airport.

A final decision has not been made as yet in relation to the actual paving type to be used in the paving of the runways at the Salisbury Airport, but, in accordance with our precedure, it will be necessary to request bids on both types of paving, namely, a flexible type of asphaltic concrete pavement and the rigid type of concrete pavement, in order to determine which type would be most economical for construction at this airport.

You may rest assured that due consideration will be given to concrete in line with your request, but you also may be assured that whichever type of pavement is finally decided upon, either one will be satisfactory and should cause no large amount of cost to your City from a maintenance standpoint.

We appreciate your calling this matter to our attention and we will inform you later, after receipt of bids, as to what type of pavement it will be possible for us to construct at the Salisbury Airport.

Very sincerely yours,

/s/ A. P. Harwood

Acting Regional Manager.

Post Office Box 636
LaGuardia Field, New York.

April 2, 1943.

A-6

Mr. Ralph Grier, President,
Salisbury Chamber of Commerce, Inc.,
Salisbury, Maryland.

Dear Mr. Grier:

In reference to a recent resolution adopted by the Chamber of Commerce, pertaining to paving requirements on the Salisbury Airport, I am enclosing copy of letter dated March 29, from Mr. A. P. Harwood, Acting Regional Manager, Civil Aeronautics Administration, LaGuardia Field, New York.

Upon reviewing the contents of the letter, it appears as if a final decision has not been made as to whether the pavement will be asphalt or concrete.

On behalf of the Mayor and Council of Salisbury and the Wicomico County Commissioners, we wish to express our appreciation for your interest in this matter.

Sincerely yours,

City Engineer.

CC/lb

cc: The County Commissioners of Wicomico County
The Mayor and Council of Salisbury ✓

Enclosure

CITY HALL - SALISBURY, MARYLAND - April 12, 1943

The Mayor and Council of Salisbury met in regular session at the City Hall, Monday evening, April 12, 1943 at 7:30 with the following members present: Mayor I. Virgil Hitchens, President of Council W. T. Gardner Councilmen Albin A. Hayman, John G. Howie, Claude E. Russell. Councilman Clifford H. Duffy was absent.

1. Chief Chatham reported a representative of The Motorola radio company was in town and desired to talk with the Council about the police radio equipment.

   The Chief presented his weekly log which was ordered accepted and filed, together with his parking violations report for the month of March which was also accepted and ordered filed upon a motion offered by Councilman Hayman, seconded by Councilman Howie and duly passed.

   The Chief also presented his expense account in the amount of $265.53 incurred while attending the FBI National Police Academy in Washington from January 3rd to April 10, 1943. Councilman Hayman offered a motion which was seconded by Councilman Russell approving the expense and directing the Treasurer to draw a voucher for the above mentioned amount.

   The Chief reported the need of new seat covers for one of the automobiles. Councilman Hayman offered a motion which was seconded by Councilman Howie authorizing the purchase of an inexpensive set not exceeding $5.00.

2. The Harbor Master presented a letter addressed to John Testa from the Chesapeake Theatres Corp. relative to his wharf front property.

3. Mr. Hastings reported he had not yet secured an estimate on the papering of the 1905 N. Division Street property but estimated it to be about $17.00.

4. Mr. James A. White, the plumbing inspector, presented a letter to the Council in which he requested a leave of absence, with the understanding that it would be for the duration of the war or at such other time before the end of the war that his services are needed, since the curtailment of construction and plumbing installation was decreasing the amount of work his department had to handle. Councilman Howie offered a motion which was seconded by Councilman Hayman to grant the leave as requested effective upon receipt of a notice from Mr. White as to the actual date he was contemplating leaving.

5. In response to an invitation to bid on the printing of the 1943 tax bills, the following quotations were received:

W. Austin Moore, Sr.	8000	Tax bills	(Real Estate) and		
	1500	"	(Personal prop.)	$37.95	net
Eugene M. Messick	8000	"	(Real Estate) and		
	1500	"	(Personal prop.)	2.75	per M
Salisbury Advertiser	8000	"	(Real Estate)	2.50 M	$20.00
	1500	"	(Personal prop.)	2.50 M	3.75
			Total		$23.75

Councilman Hayman offered a motion which was seconded by Councilman Howie, authorizing the purchase of the bills from the lowest bidder, the Salisbury Advertiser.

6. City Engineer presented Purchase Order L-102 covering parts for the street sweeper. Councilman Hayman offered a motion seconded by Councilman Howie approving the purchase and authorizing the priority statement thereon to be signed.

7. City Engineer presented a report pursuant to regulations issued by the War Production Board under preference rating P-46 on the inventory of the Municipal water system as of March 31, 1943 for the total sum of $21,371.70. The report was ordered accepted and placed on file.

8. City Engineer presented a letter and a public notice. The letter was addressed to Paul A. Stafford, Acting Chief Engineer, Construction Section, Airport Division, C. A. A., Washington, D. C., and was relative to the construction of the runways at the airport. The public notice was relative to the deposit of refuse, trash, wire grass, etc. on public streets in violation of Ordinance No. 147. Both were ordered accepted and attached to the minutes.

9. City Engineer presented a letter from the Sunshine Laundry in which was requested the installation of a larger water service, preferably a 4 in. line with a 3 in. meter in order to serve their business located on Ann Street. Councilman Howie offered a motion which was seconded by Councilman Hayman authorizing the installation of the requested line and meter, subject to the W.P.B.'s approval, and at the expense of the Sunshine Laundry.

10. City Engineer informed the Council that there were quite a few garbage cans being placed on the public sidewalks for collection the following day and explained that it was quite a hazard during the present blackout conditions. The Council approved a small notice being placed in the City paper to request the citizens to refrain from this practice for the time being as it became a hazard to the pedestrians upon a motion offered by Councilman Howie, seconded by Councilman Hayman, and passed.

11. The Mayor and Council received a letter from Filbert M. Hitch in which he requested a leave of absence for the duration of the war and six months thereafter and/or allowing him a reasonable time after his discharge to return to the Engineering Department in his present classification.

He explained that his induction was likely on April 29 and requested he be given a letter advising him of the Mayor and Council's action. Councilman Howie offered a motion which was seconded by Councilman Hayman to approve his request and to inform him by letter.

At the same time the Clerk was instructed to notify the Civil Service Commission.

12. City Engineer informed the Council he had received a letter from the War Production Board approving water service extensions for Nevins T. Foskey, 105 Pond Street, and Nathan J. Foskey, 208 Arch Street. The Mayor and Council authorized the above approved extensions.

13. City Engineer presented letters from the following asking for a credit on their water service charges:

M. Florence Morris, for the period 12/21/42 to 3/29/43 $2.75
" " " " " " 2/ 1/43 to 3/31/43 2.50

The first is for her own apartment, the second is for an apartment which she rented, both of which were cut off from service by her plumber.

Salisbury Corporation, for property at 204 Newton Street for service cut off by their plumber, Mr. Morgan, on Nov. 30, 1942, for the period Nov. 30, 1942 to April 2, 1943 $7.50

Both requests were approved upon a motion offered by Councilman Howie, seconded by Councilman Hayman, and passed.

14. Mr. Harrison, representing The Motorola radio company as mentioned in Resolution #1, came before the Mayor and Council and explained that his company was now in a position to ship a complete radio set and install it and procure licenses for the station if the Council would complete a short form necessary for the W.P.B. and that his company would bill them after all work was done and the license had been secured.

15. City Engineer informed the Council that another man had resigned from the Garbage Department and that he had employed another man to fill the position since there was no one available to transfer to the position.

The Clerk was instructed to write the Civil Service Commission and advise them that the City had hired a man to fill this position just vacated, and requested their approval to cover this essential employment.

16. The Mayor and Council discussed a pension and retirement system, and Councilman Hayman offered a motion which was seconded by Councilman Howie directing the Clerk to write the Civil Service Commission and request that they make a study of a pension or retirement system and submit a proposal to the Mayor and Council.

17. City Engineer presented a request offered by Mr. Fred Grier to change the Civilian Defense private telephone system by eliminating some of the phones on the party line plan and substitute private lines, the present cost of which is $26.75 per month.

The estimates of cost were $4.75 per phone per month or $47.25 for the new plan. Councilman Hayman offered a motion seconded by Councilman Howie approving the proposal subject to similar approval by the County Commissioners since the expenditure was for the account of Civilian Defense.

18. The City Engineer presented a letter from the Hannaman-Burroughs Company in which they requested the hire of the City dump trucks for use in moving surplus material at the airport for which they offered $2.00 per hour for truck, gasoline, and driver. Councilman Hayman offered a motion which was seconded by Councilman Russell authorizing the City Engineer to inform the Company that the City would be unable to rent any of its equipment as it was needed by the City.

19. City Engineer presented a letter from George L. Hall relative to post-war planning for future public works. City Engineer recommended that the Mayor and Council appoint a planning commission to study and recommend such proposals. He further cited a public local law authorizing the appointment of such commissions.

20. Mr. Clarke Gardner, Director of Civilian Defense for Wicomico County, recommended that a deputy director be appointed and suggested the name of Oscar L. Morris. Councilman Hayman offered a motion seconded by Council Russell approving the recommendation and the appointment.

21. City Engineer presented a request for a voucher in the amount of $25.00 for stamps for the use of the Water Department and a voucher in the amount of $10.00, payable to John W. Downing, Treasurer, Civilian Defense Council, for stamps for Civilian Defense needs. Both requests were approved upon a motion offered by Councilman Howie and seconded by Councilman Hayman. The motion also directed that the voucher for the Water Department be drawn immediately and signed by the Treasurer and President of the Council. The voucher was to be #19664.

22. After considering a verbal request presented in behalf of Mr. Filbert Hitch that he be given one week's pay upon induction in the armed forces in lieu of his one week's vacation period with pay, Councilman Hayman offered a motion seconded by Councilman Russell declaring it to be a policy of the Mayor and Council to grant all such requests of City employees when and if they were inducted into the armed forces.

23. Vouchers No. 19616 to 19663 were read, approved, and authorized signed, including voucher #19664 which was also to be prepared and signed upon a motion offered by Councilman Hayman and seconded by Councilman Russell.

24. The minutes of April 5, 1943 were read and approved after amending resolutions 25 and 29.

25. The Mayor reported on a proposal to buy the E. Dale Adkins property, and the Council, upon a motion offered by Councilman Hayman and seconded by Councilman Howie, authorized the City Solicitor to prepare an ordinance to provide for the sale.

26. The Council was advised by the Mayor that the Governor would shortly appoint a committee on post-war planning and he thought it desirable to recommend that one of the members be from this vicinity in order that this community might share to the fullest extent in any State improvements which might be made. Councilman Howie offered a motion which was seconded by Councilman Hayman authorizing the Mayor to make such a recommendation jointly with the County Commissioners.

27. City Treasurer presented the Treasurer's Report of income and disbursements of the General Fund for the period Oct. 1, 1942 to March 31, 1943 which was accepted and ordered published in part in both City papers upon a motion offered by Councilman Hayman and seconded by Councilman Russell, and duly passed.

28. The Clerk presented a letter from the Civil Service Commission containing a list of job classifications passed by the Civil Service Commission and approved as of second reading on February 12, 1943 and a similar list approved on February 17, 1943 with a request that the Council certify the original and return it to them for their records and retain the duplicate. Councilman Hayman offered a motion which was seconded by Councilman Russell authorizing the Mayor and President of Council to sign the approval on the job classifications.

The meeting adjourned at 11:45 P.M.
APPROVED:

April 19.1943
Date

W. J. Garvey
President of Council

Wade H. Dudley Jr.
Clerk

copies to: The County Commissioners of Wicomico County
Salisbury Chamber of Commerce, Incorporated
The Mayor and Council of Salisbury

April 6, 1943

A-6

Mr. Paul H. Stafford, Acting Chief
Engineering & Construction Section
Airport Division
Civil Aeronautics Administration
Washington, D. C.

Dear Sir:

Reference is made to your letter of April 2 concerning paving requirements for the Salisbury Airport.

The original contract for furnishing and placing 8-inches of compacted gravel over the existing sub-grade covered two runways. Since this contract was let, one additional runway (5000' x 150') was authorized to be constructed by the Civil Aeronautics Administration.

Due to the scarcity of local gravel materials, it is doubtful as to the availability of a sufficient quantity to construct the third runway with an 8-inch gravel compacted course. In fact, unofficial statements indicate it may be necessary to reduce the 8-inch gravel course to 5-inches in thickness. If this reduction occurs, it is questionable whether a 2-inch asphaltic concrete course over a 5-inch gravel course will provide sufficient stability.

The nature of the sub-grade on this airport is such that careful consideration should be given to the paving course selected.

We believe that the Civil Aeronautics Administration is as interested as are the Sponsors in constructing a high type pavement which can be maintained at a reasonable cost. While your letter indicates that flexible pavement may be maintained as economically as concrete, it has never been borne out in this locality where the Maryland State Roads Commission has spent millions of dollars on both types of roadway pavement.

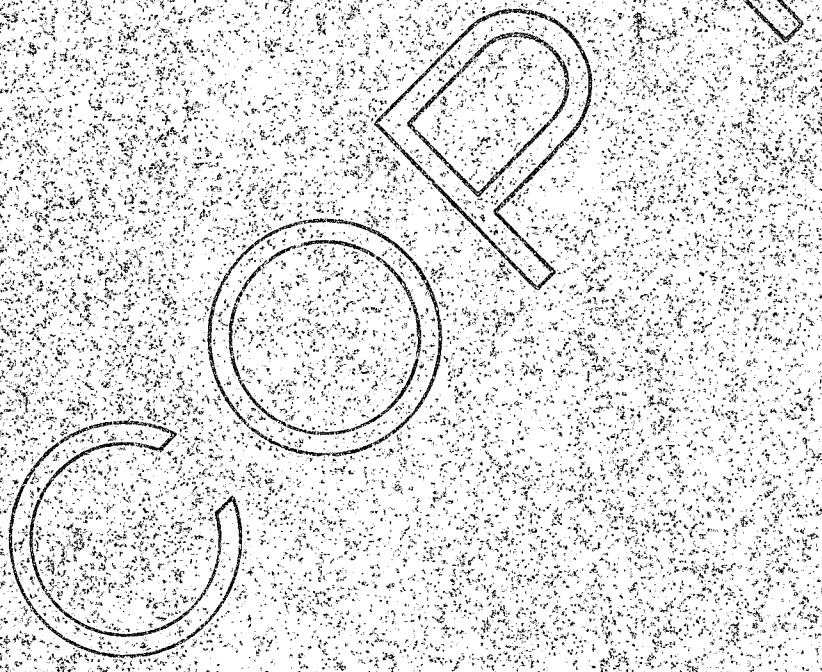
The Sponsors of the Salisbury Airport are also aware of the conditions which occurred at Langeley Field and at the Glen Martin Airport in Baltimore, where flexible pavement runways were replaced by concrete runways.

We trust you understand our position in this matter, as responsibility for maintenance on a project of this magnitude could become a financial burden on the community.

Sincerely yours,

CG vg

City Engineer



blind copy for:

The Mayor and Council

PUBLIC NOTICE

Pursuant to the provisions of Ordinance No. 147, it is unlawful for any person or persons to deposit refuse, trash, wire grass, etc., into the public streets of the City of Salisbury.

Complaints have been received at the City Hall calling our attention to the fact that wire grass and trash is being deposited into certain public streets within the city limits.

We respectfully request your cooperation in complying with the provisions of this ordinance.

MAYOR AND COUNCIL OF SALISBURY

Times - 4-9-43

Advertiser - 4-15-43

CITY HALL - SALISBURY, MARYLAND - April 19, 1943

The Mayor and Council of Salisbury met in regular session at the City Hall, Monday evening, April 19, 1943 at 7:30 with the following members present: Mayor I. Virgil Hitchens, President of Council W. T. Gardner, Councilmen John G. Howie, and Claude E. Russell. Councilmen Albin A. Hayman and Clifford H. Duffy.were absent.

1. Mr. Henry Chatham, George Vickers, Oscar Davis, and Howard Dryden, representing East Salisbury Business Men's Association, came before the Mayor and Council to request that the Priscilla Street light be left in its present position to provide for the safety of the school children crossing that intersection daily.

   The Council informed the delegation they would leave the light in place.

2. They also called the Council's attention to the new bell at Fire House No. 2 and requested that some steps be taken to change its position or the manner in which it is placed in order that the ringing of the bell could be more easily heard.

3. Chief Chatham presented the weekly log, together with his department's Consolidated Monthly Report, which were both ordered accepted and filed.

4. The Harbor Master Mr. Prag presented copies of letters he had written to Mr. Peter Linnett, Larmar Corporation, George P. Chandler, Hillary Taylor, and Thomas H. Mitchell, Jr. in reference to the necessity of repairing their wharf front property. The letters were all accepted and ordered filed.

5. Ordinance No. 492, an Ordinance entitled 29th Amendment to Zoning Ordinance No. 292 affecting an area of land Easterly of Hammond Street, was presented by the City Solicitor, together with a certificate of publication. Councilman Russell offered a motion which was seconded by Councilman Howie approving the ordinance for its second and final reading since no protestants appeared to protest the change.

6. The Building Inspector Mr. Hastings reported he had secured an estimate of $16.81 for papering three rooms at the 1905 N. Division Street property as requested by Mrs. Brown. The work was authorized upon a motion offered by Councilman Russell, seconded by Councilman Howie, and passed.

7. The City Solicitor Mr. Charles J. Potts presented Ordinance No. 493, an ordinance authorizing sale of land in Parsons Election District unto Larry J. & Bertha M. Toadvine, which was introduced and read, ordered approved for its first reading, and posted, upon a motion offered by Councilman Russell and seconded by Councilman Howie.

8. City Engineer presented a letter from Mr. Lester Tingle, New York Avenue, in which he requested a refund of $17.00

to compensate him in part for the extra expense he was put to in having to run a new sewer connection due to his connection being placed on the wrong side of the lot on which his house stands. The matter was held for a future meeting.

9. A delegation representing the Humane Society of Wicomico County, lead by Mrs. Walter Sheppard, came before the Mayor and Council to explain their activities and to request a grant from the Mayor and Council of $100.00 in order to carry on their work, together with the loan of some means of transportation to transport dogs, which they intend to pick up, from the streets to the hospital.

A motion was duly offered, seconded, and passed by Councilmen Russell and Howie directing that a voucher be drawn to the order of the Humane Society of Wicomico County, charged to the Contingent Fund, and mailed to Mrs. George P. Waller their Treasurer, at Mardela, Maryland.

10. City Engineer presented a letter from Mr. Stanley G. Robins, attorney, representing the interests of Harry C. Tull, Jr., requesting a sewer extension of possibly 120 feet be made down the alley in the rear of Camden Court in order to provide for sewer disposal of that property since there is now no public sewer providing for these properties.

The Mayor and Council ordered the matter held for further study at a future meeting.

11. City Engineer presented a report on the sidewalks within the corporate limits which should be repaired as they presented a hazard to pedestrians. The Council, upon a motion offered by Councilman Russell and seconded by Councilman Howie, authorized the City Engineer to write individual letters to the property owners to request their sidewalk be repaired.

12. Purchase Order No. L-103 to Eugene Dietzgen in the amount of $10.94 for engineering supplies was presented, ordered approved, and priority statement thereon signed, upon a motion offered by Councilman Russell, seconded by Councilman Howie, and passed.

13. Purchase Order No. L-104, covering repair parts for the street sweeper, was presented and ordered approved and the priority statement thereon signed, upon a motion offered by Councilman Russell and seconded by Councilman Howie.

14. The Mayor and Council agreed to a meeting with the County Commissioners at 3:00 P. M. Tuesday afternoon, April 20, to discuss matters of mutual interest.

15. City Engineer presented an application for new tires and tubes for the garbage truck and was instructed to secure bids for a future meeting.

16. City Engineer asked the Council if it were their wish to light the two subsidiary water pumping stations in the park and explained that the wire necessary for the lighting would cost approximately $52.90 and the control system would be operated from Plant #1 and would cost approximately $75.00. The Mayor and Council, upon a motion offered by Councilman Russell and seconded by Councilman Howie, authorized the lighting of the two sub stations and the purchase of the necessary materials.

17. City Engineer presented a letter directed To Whom It May Concern to certify that Mr. James A. White, plumbing inspector, had been released by the Mayor and Council subject to his employment in essential defense work. Councilman Russell offered a motion which was seconded by Councilman Howieinstructing the Clerk to sign the said letter.

18. City Engineer brought up the matter of the purchase of defense bonds for the account of the Water Department Reserve Fund. The matter was ordered withheld for a future meeting.

19. City Engineer presented an estimate from Mr. Marvel of Laurel in the amount of $325.00 for moving the Curtis Long house at the corner of Arch and Oak Streets to a new position on his lot. The estimate included the moving of a pump, the wiring, and the new brick work which would be required. For an additional sum of $120.00 he would guarantee his job against plaster breakage and wall paper spoilage.

City Engineer presented a new verbal offering from Mr. Long in which he would agree, for the sum of $350.00, to give the City a deed to Oak Street and Arch Street, provided he be left at least a 4 ft. clearance from his house facing Oak Street.

The Council instructed the City Engineer to study Mr. Long's new proposal for a report at a future meeting.

20. City Engineer presented a request from Mr. Ted White of White & Leonard's for a new sewer service for his Main Street property.

The Council agreed to study the request at a future meeting.

21. City Engineer presented a letter from the W. P. B. which approved the requested enlargement of water service connections for the Sunshine Laundry on Ann Street.

22. The Mayor and Council instructed City Engineer to write the W. P. B. to request authority for a water extension down Short Street to serve the three properties located thereon, upon a motion offered by Councilman Howie and seconded by Councilman Russell.

23. The Mayor and Council received a letter from Mr. Maury Maverick, Director of Governmental Division, W. P. B., requesting his office be advised the reasons for stating the present radio

equipment was beyond repair. The letter was ordered referred to the Chief of Police.

24. City Engineer informed the Council that the present options on the necessary land to provide drainage for the airport would expire at an early date and asked if the Council desired his department to make a simple survey in order to prepare necessary papers to cover its purchase. The Council ordered the survey made.

25. City Engineer presented a request in behalf of the Civilian Defense committee for approximately 300 arm bands at the estimated price of $.20 each for the account of Civilian Defense. Councilman Russell offered a motion which was seconded by Councilman Howie providing for the purchase subject, however, to concurring agreement by the County Commissioners.

26. Mayor and Council approved a voucher be drawn to provide for payment of Civilian Defense bills now on hand in the amount of $218.88, the City's share of which would be $109.44, upon a motion offered by Councilman Russell and seconded by Councilman Howie.

27. A motion was introduced by Councilman Russell and seconded by Councilman Howie authorizing a committee representing the Mayor and Council be appointed to approve all purchases for the account of Civilian Defense.

28. A motion was introduced, seconded, and duly passed authorizing Mr. Carlton Wootten to handle, or designate someone in his department to handle, the reading of all meters and other necessary work in the absence of James White.

29. Vouchers Nos. 19664 to 19687 inclusive were presented, approved, and ordered signed upon a motion offered by Councilman Russell and seconded by Councilman Howie.

30. Minutes of the meeting of April 12 were read and approved upon a motion offered by Councilman Russell and seconded by Councilman Howie.

31. Councilman Russell presented a report from the committee, consisting of Councilmen Russell and Duffy, appointed to investigate the proposed purchase of a list of items from Mills & Smith. The report was ordered held for a future meeting.

The meeting adjourned at 11:00.

APPROVED:

4/26/43
Date

W. Z. Gaarmany
President of Council

Wade H. Insley Jr.
Clerk

MAYOR
I. VIRGIL HITCHENS
CITY SOLICITOR
CHAS. J. POTTS
CITY ENGINEER
CLARKE GARDNER
CLERK-TREASURER
WADE H. INSLEY, JR.

City of Salisbury

MARYLAND

MEMBERS OF COUNCIL
W. T. GARDNER, PRES.
ALBIN A. HAYMAN
JOHN G. HOWIE
CLAUDE E. RUSSELL
CLIFFORD H. DUFFY

April 19, 1943.

To Whom It May Concern:

Pursuant to Resolution No. 4 of the Minutes of The Mayor and Council of Salisbury, Maryland, adopted on April 12, this is to certify that Mr. James A. White, Plumbing Inspector, is hereby released subject to his employment in essential defense work.

BY ORDER OF

THE MAYOR AND COUNCIL OF SALISBURY

Wade H. Insley Jr.

ib

CITY HALL - SALISBURY, MARYLAND - April 26, 1943

The Mayor and Council of Salisbury met in regular session at the City Hall, Monday evening, April 26, 1943, at 7:30 with the following members present: Mayor I. Virgil Hitchens, President of Council W. T. Gardner, Councilmen John G. Howie, Claude E. Russell, Albin A. Hayman, and Clifford H. Duffy.

1. Police Chief Chatham presented his weekly log which was ordered accepted and filed upon a motion offered by Councilman Duffy and seconded by Councilman Hayman.

   City Solicitor was authorized to look into the advisability of the curfew law in order to report back to the Council upon a motion by Councilman Hayman, seconded by Councilman Russell, and passed.

2. The Harbor Master Mr. Prag reported progress in his water front repair work.

3. City Engineer presented the following bids received in response to an invitation to bid on tires:

   Wicomico-Central Garages:

2	32x6 heavy duty ten-ply truck tires No. 1 grade &		
2	32x6 heavy duty tubes		$92.96
	Less tax		7.28
	Total		$85.68

   The R. D. Grier & Sons Company:

2	32x6 heavy duty 10 ply truck tires	@ 32.13	$64.26
2	32x6 heavy duty black tubes	@ 3.95	7.90
	Total		$72.16

   Firestone Auto Supply & Service Stores:

2	32x6 Firestone Transport T&B tires	@ 36.55	$73.10
2	32x6 Firestone Transport Tubes	@ 4.77	9.54
	Total		$82.64

   Goodrich Silvertown Stores:

2	32x6 ten-ply B. F. Goodrich Speedliner Grade 1 casgs.	@ 31.16	$62.32
2	32x6 B. F. Goodrich Silvertown Tubes	3.83	7.66
	Total		$69.98

   Councilman Howie offered a motion which was seconded by Councilman Duffy to authorize the purchase of the two tires and two tubes from the Goodrich Silvertown Store for the total sum of $69.98.

   In response to an invitation to bid on recapping three tires, the following bid was received:

   Hi-Mileage Treads, Inc.

3	32x6 ten ply truck tires 14/32 tread depth using 23 cent rubber 16/32 thick	@ 9.00	$27.00

   Councilman Howie offered a motion which was seconded by

Councilman Duffy, and duly passed, authorizing the recapping job done by Hi-Mileage Treads, the only and lowest bidder.

4. City Engineer presented a Financial Report for the Water Department, First Quarter Ending March 31, 1943. It was ordered accepted and published upon a motion offered by Councilman Howie and seconded by Councilman Hayman.

City Engineer also presented a Financial Report for the Water Department for the Month of March 1943. It was ordered accepted and filed upon a motion offered by Councilman Howie seconded by Councilman Hayman and duly passed.

Councilman Howie offered a motion which was seconded by Councilman Hayman to authorize the transfer of $2,000.00 from the Water Department's Operating Account to the Water Department's Depreciation Reserve Account.

5. Councilman Hayman offered a motion which was seconded by Councilman Howie and passed authorizing the purchase, from the Water Department's Depreciation Reserve Account, of $10,000.00 worth of Series F bonds for the sum of $7.400.00.

6. Purchase Order No. L-108 to the McClung-Logan Equipment Company, covering repair parts for the motor grader, was presented, ordered approved, and the priority statement thereon signed upon a motion offered by Councilman Hayman and seconded by Councilman Howie.

7. Purchase Order No. L-105 to the Monumental Oil Company for 500 lbs. of rags, 200 lbs. for the account of the Water Department and 300 lbs. for the Fire Department, was presented. The purchase order was approved and authority was granted for the signing of the priority statement thereon upon a motion offered by Councilman Howie and seconded by Councilman Hayman.

8. Purchase Order No. L-106 to the Monumental Oil Company for 4 gallons of Prestone was presented and was approved as to priority and purchase upon a motion offered by Councilman Howie seconded by Councilman Hayman, and passed.

9. City Engineer presented a letter from Conrad P. Hardy of the War Department in which he requested copies of the airport plans. Councilman Howie offered a motion which was seconded by Councilman Duffy approving the furnishing of the plans and ordered a copy of the letter attached to the minutes.

10. City Engineer presented a letter addressed to the War Production Board, Washington, D. C., in which a request was made for water main extensions on Short Street to serve the properties of:

Morris Ruark	317 Short Street
Ethel M. Revelle	319 Short Street
Ella Mae Vickers	321 Short Street

It was approved and a copy was ordered attached to the minutes.

11. A letter addressed to the Honorable David J. Ward, Congressman, First Congressional District, Washington, D. C., was presented. The letter was the result of a joint meeting of the Mayor and Council of Salisbury and the Commissioners of Wicomico County and asked the Congressman to endeavor to secure the best type of pavement obtainable in order to reduce future maintenance costs. A copy of the letter was ordered attached to the minutes.

12. The Mayor and Council again considered the request of Mr. Lester Tingle as set forth in Resolution 8 of the minutes of the Mayor and Council's meeting of April 19th. The Council agreed that they would be unable to comply with the request since the property owner had already been granted one sewer connection and since the error, if an error was made, was apparently in the year 1927 and is too old to reconsider, especially since it would set a precedent for all other similar complaints which might come up.

13. The City Engineer presented a letter from Mr. Curtis Long which gave additional information on the matter of the City's purchase of his Oak and Arch Street property. Before any final decision was made, the Council agreed to review again the proposal on the site.

14. The Mayor and Council again considered the request of Mr. Stanley Robins, presented originally on April 19th and which requested a 120 ft. extension of a sewer down the alley in the rear of Camden Court in order to serve the property of Harry C. Tull Est. Councilman Howie offered a motion which was seconded by Councilman Hayman authorizing the extension.

Amended May 3, 1943 see Resolution # 7

15. The City Engineer presented a letter from the Waller Paving Company in which he agreed to rent the City's motor grader for the sum of $470.00 per month based on a 240 hour month with the Paving Company furnishing the operator, the gasoline and oil, and all maintenance. He set forth that he would like to begin the use of the machine Monday, May 3, 1943, and that he would deduct, on a daily basis, any time which the City required use of the grader.

After some discussion in which the Council could not agree to the lease or the loan of the equipment, a resolution was offered by Councilman Duffy and seconded by Councilman Hayman that the City Engineer notify the Waller Paving Company that the City found it is unable to rent him the equipment.

16. The Mayor and Council approved the extension of a 12 inch storm water drain from Church Street to the North side of Hammond Street to provide for surface drainage on that street.

17. Councilman Hayman offered a motion which was seconded by Councilman Duffy to authorize and instruct the City Solicitor to draw an ordinance making it prohibitive to loan or lease any of the City's equipment except in an unusual circumstance

or an emergency which would have to be determined by the Mayor and Council.

18. City Clerk presented three letters from the Civil Service Commission as follows:

The first was approval of the transferring of E. W. Merrick from his present position to the City park for the summer months and approval for employment of an additional man for the park.

The second was a reply approving the transfer of an employee from the Street Department to fill the vacancy in the Garbage Department due to the resignation of Mr. Kenneth Leaper.

The Third was replying to a request of March 18th that the Commission formulate a classification of Automobile Mechanic and advise the Council that they would prepare such a job classification.

19. Since the Civil Service Commission had approved the employment of an additional person for the City park, the Council authorized Mr. Isakson to hire someone for work in the City park and at the same time directed that Mr. Merrick be kept on at his present position on Willow Street.

20. City Engineer was advised that it was the Council's opinion that the retainer wall he was to build along the by-pass side of the Dale Adkins property should extend from William Street to the rear of the dwelling and should be approximately three feet in height.

21. City Engineer was authorized to place two advertisements in the City's papers to request bids on the park concession which would be received May 10, 1943.

22. City Engineer was authorized to purchase a sufficient quantity of cedar posts to wire in part of the dump property.

23. Councilman Hayman offered a motion which was seconded by Councilman Russell to change the rate of pay of Ernest Foskey from his present salary to the sum of $27.00 per week and to change the pay status of Carl Wilkins and Fred Smullen from $.40 per hour to $20.00 per week, all effective for the next payroll period.

24. Vouchers No. 19688 to 19730 were read, approved, and ordered signed upon a motion offered by Councilman Hayman, seconded by Councilman Russell, and duly passed.

25. The minutes of April 19th were read and approved upon a motion offered by Councilman Hayman, seconded by Councilman Russell, and duly passed.

26. Councilman Hayman offered a motion which was seconded by Councilman Howie and passed unanimously to rescind all of Resolutions No. 17 and No. 28 as recorded in the minutes of the Mayor and Council under date of April 19, 1943.

27. The Mayor and Council received the report of a special committee composed of Councilmen Duffy and Russell on some repair ship tools offered for sale by Mr. C. Howard Smith. The Council, after receiving the recommendations of the committee, authorized the purchase of the following items at the prices set opposite them upon a motion offered by Councilman Howie, seconded by Councilman Russell and passed.

1 Black and Decker Drill	$ 35.00
1 Valve Seat Refacing Machine	110.00
1 Grinder	35.00
1 Welding Outfit	64.00
1 Large Jack	85.00
1 Spray Outfit - complete	80.00
1 Large Vise	8.00
Total	$417.00

The meeting adjourned at 1:40.

APPROVED:

May 3. 1943
Date

W.J. Gardner
President of Council

Wade H. Dudley Jr.
Clerk

April 21, 1943

The Honorable David J. Ward
Congressman
First Congressional District
Washington, D. C.

Dear Congressman Ward:

At a joint meeting held yesterday of the Mayor and Council of Salisbury, the County Commissioners of Wicomico County, and the Salisbury Chamber of Commerce, certain design features of the Salisbury Airport were presented by the writer.

It was pointed out that the original design made by the Sponsor's engineers provided for a 50,000 pound wheel load, or a gross plane weight of 100,000 pounds. The Sponsors were also informed that the military requirements for this airport would probably be not in excess of a 30,000 pound gross plane load. This represents a considerable difference between the original design and the contemplated construction. It was also mentioned that the present subgrade on the airport has a bearing capacity between the approximate ranges of 15 and 30 pounds per square inch, depending upon the moisture content.

At the time the Airport Project was sponsored by the City and County Authorities, the matter of freight and passenger transportation was given serious consideration. It was felt that the geographical location of Salisbury, as a central point on the Delmarva Peninsula, would offer unusual advantages for the transportation of agricultural products and other commodities by air.

The Sponsors agreed to maintain this airport and, while they are not unduly alarmed over maintenance cost, they feel that every consideration should be given to the type of pavement that will meet the requirements of at least the original design.

Sincerely yours,

Clarke Gardner

City Engineer

CG vg

cc: County Commissioners of Wicomico County
Salisbury Chamber of Commerce
Mayor and Council of Salisbury

April 26, 1943

P-9 A-4,8

War Production Board
Power Branch
Washington, D. C.

Gentlemen:

At a meeting of the Mayor and Council held on April 19, the following applications for water service were presented:

Morris Ruark, 317 Short Street
Ethel M. Revelle, 319 Short Street
Ella Mae Vickers, 321 Short Street

City water mains are available on Anne Street and it is merely a matter of extending approximately 175-feet of 2-inch galvanized steel pipe on Short Street, connecting with the aforesaid main on Anne Street. Three services requiring approximately 30-feet of 3/4-inch g.w.i. pipe will be needed.

The Mayor and Council of Salisbury respectfully request your permission to withdraw this material from existing inventory stocks.

Very truly yours,

THE MAYOR & COUNCIL OF SALISBURY,

Claude Gardner

City Engineer

CG vg

cc: The Mayor and Council of Salisbury

WAR DEPARTMENT
UNITED STATES ENGINEER OFFICE
EIGHTH FLOOR, STANDARD OIL BUILDING
BALTIMORE, MD.

ADDRESS REPLY TO
THE DISTRICT ENGINEER
U. S. ENGINEER OFFICE
EIGHTH FLOOR, STANDARD OIL BUILDING
BALTIMORE, MD.

REFER TO FILE No. (BL)

April 19, 1943

(BL) 6282 (Const.)9 CE

Mr. Clarke Gardner
City Engineer
City Hall
Salisbury, Maryland

Dear Mr. Gardner:

This office has been requested to furnish the Headquarters of the Army Air Forces a complete up-to-date layout plan of the Municipal Airport, Salisbury, Maryland, for reference and planning purposes.

It is requested that this office be furnished with several copies of such a plan, showing all existing construction and any new construction that has been or is about to be initiated, including runways, taxiways, parking areas, buildings, and technical facilities. It is also requested that the plan be provided with a legend by which the various facilities can be identified.

Very truly yours,

CONRAD P. HARDY
Colonel, Corps of Engineers
District Engineer

FOR VICTORY
BUY UNITED STATES SAVINGS BONDS AND STAMPS

blind copy to: County Commissioners of Wicomico County
Mayor and Council of Salisbury

April 22, 1943

A-6
(BL) 6282 (Const.)9 CE

The District Engineer
U. S. Engineer Office
8th Floor, Standard Oil Building
Baltimore, Maryland

Attn: Colonel Conrad P. Hardy

Dear Sir:

Reference is made to your letter of April 19 requesting a complete up-to-date layout plan of the Salisbury Municipal Airport.

After the discontinuance of the Work Projects Administration on February 1, 1943, the Civil Aeronautics Administration took over all construction contracts and are now acting as the contracting agency on the Salisbury Airport Project. All tracings prepared by this office, as enumerated below, have been submitted to Mr. H. K. Glidden, Airways Engineering Division of the Civil Aeronautics Administration, LaGuardia Field, New York:

Item 1: Sheet No. 1 - Master Plan
" 2: Sheet No. 1 - Grading Details, Runways 1 & 2 Showing Typical Earth Work
" 3: Sheet No. 5 - Drainage Plan, Runways 1 & 2
" 4: Sheet No. 6 - Drainage Profiles, Runways 1 & 2
" 5: Sheet No. 6A - Misc. Profiles & Details, Runways 1 & 2
" 6: Sheet No. 7 - Standard Drainage Details
" 7: Five (5) Sketches of Intersections Showing Warping for Runways 1 & 2
" 8: One (1) Sketch of Section Through Runway Showing Subgrade in Relation to Runway Grown
" 9: One (1) Sketch Showing Typical Section through Base Course
" 10: One (1) Sketch Showing Typical Section through Runway Pavement
" 11: Sheet No. T-1, Plan of Taxi-ways
" 12: Sheet No. T-2, Center-Line Profile of Taxi-ways
" 13: Sheet No. T-3, Plan of Plane Parking Area
" 14: Sheet No. R7-1, Wharped Intersections Runway No. 7

It is suggested that you write Mr. Glidden for copies of the drawings which you may desire. For your information, I am enclosing one copy of the master plan, noted above as Item 1. If you experience any difficulty in obtaining copies of the drawings, please advise this office immediately.

Sincerely yours,

City Engineer

CG vg
encl.

COPY

CITY HALL - SALISBURY, MARYLAND - APRIL 30, 1943

A special meeting of the Mayor and Council of Salisbury was held at the City Hall, Friday afternoon at 1:00 with the following members present: President of Council W. T. Gardner, Councilmen Albin A. Hayman, Claude E. Russell, John G. Howie, and Clifford H. Duffy.

1. The meeting was called to discuss the leasing of a motor grader to Waller Paving Company.

   After some discussion Councilman Howie offered a motion which was seconded by Councilman Duffy to authorize the rental of the motor grader to the Waller Paving Company at rates to conform with his recent letter and with the conditions that it be returned in as good a condition as it was loaned together with the conditions that he cover the machine with insurance. The City also reserved the right to use the machine whenever it was necessary.

   The motion also authorized the City Solicitor to draw up a formal agreement between the Mayor and Council and the Waller Paving Company.

2. Councilman Hayman offered a motion which was seconded by Councilman Russell directing that all funds derived from the lease of this equipment be placed to the credit of the Special Street Fund.

3. Vouchers No. 19733 to 19736 inclusive were read, authorized approved and signed upon a motion offered by Councilman Hayman, seconded by Councilman Russell and duly passed.

   The meeting adjourned at 1:45.

   APPROVED:

5/10/43
Date

W T Gardner
President of Council

Wade H Dudley
Clerk

April 30, 1943

MEMORANDUM TO MAYOR & COUNCIL

Labor and materials furnished by the Mayor and Council of Salisbury in connection with the construction of a concrete driveway on the property of William F. Messick and Company, pursuant to your authorization:

ENGINEERING DIVISION

Nelson Messick	12	hrs.	@	$0.61	$ 7.32	
Grover Ruark	8	"	@	0.50	4.00	
Filbert Hitch	12	"	@	0.65	7.80	
George Purnell	32	"	@	1.20	38.40	$ 57.52

STREET DIVISION

A. P. Isakson	74	hrs.	@	$0.80	$ 59.20	
Wm. B. Gordy	79	"	@	0.58	45.82	
Preston Wilkinson	83	"	@	0.44	36.52	
Robert Arvey	70	"	@	0.46	32.20	
Wm. Shores	83	"	@	0.40	33.20	
Olaf Dahlstrom	56	"	@	0.60	33.60	
Charles Davis	19	"	@	0.48	9.12	
Bennie Hearn	37	"	@	0.46	17.02	
Fred Smullen	66	"	@	0.40	26.40	
Carl Wilkins	29	"	@	0.40	11.60	
Truck	101	"	@	1.00	101.00	
Grader	37	"	@	4.00	148.00	
Kerosene	10	gal.	@	0.12	1.20	
Tar Heater	5	hrs.	@	3.00	15.00	569.88

WATER DIVISION

C. O. Wootten	27	hrs.	@	$0.76	$ 20.52		
Carl Dahlstrom	27	"	@	0.60	16.20		
Virgil Dale	27	"	@	0.52	14.04		
George Wilkinson	27	"	@	0.50	13.50		
Truck	27	"	@	1.00	27.00		
Air Compressor	8	"	@	3.00	24.00		
Cement	2	bags	@	0.70	1.40		
8" T.C. Pipe	7	pcs.	@	0.35	2.45		
8" T.C. 1/8 Bend	1		@	1.00	1.00		
8" T.C. Pipe	12	ft.	@	1.27	15.24	135.35	$762.75

Plus 15% ?

WAR PRODUCTION BOARD

Office of War Utilities

Washington, D. C.

April 28, 1943.

City of Salisbury
Department of Public Works
Salisbury, Maryland

Gentlemen:

Reference is made to your letter of application of April 26, 1943 given Case Number ------ and identified below.

Water Services for Morris Ruark, 317 Short Street,
Ethel M. Revelle, 319 Short Street,
Ella Mae Vickers, 321 Short Street.

Notwithstanding the restrictions of paragraph (h)(1) of Utilities Order U-1, you are hereby authorized to construct the extension of lines described above, subject to any exceptions noted below or on th reverse of this sheet.

Material for this work must be taken from your inventory to the extent that it is available therein. Material which is not available in your inventory may be purchased by placing an order bearing the rating and CMP allotment symbol assigned by paragraphs (b)(1) and (e)(1)(i) of Utilities Order U-1, after compliance with the restrictions of paragraph (j) of the Order which, after March 31, 1943, requires a check with your Regional Utility Surplus Stock Office before the Purchase of certain items.

You may not use a preference rating to replace material taken from your inventory for this extension except to restore inventory in the class affected to a practical working minimum, as described in paragraph (f)(2) of the Order.

You may exclude the net dollar value of deliveries scheduled and of withdrawals made for this extension from your records of scheduled deliveries and withdrawals under paragraphs (f)(1) and (3) of the Order.

Very truly yours,

/s/ Newton B. Lyle,

J. A. KRUG
DIRECTOR, OFFICE OF WAR UTILIT
WAR PRODUCTION BOARD

Exceptions: None

City of Salisbury

MARYLAND

DEPARTMENT OF POLICE
W. J. CHATHAM, CHIEF

April 27, 1943

Mr. Clarke Gardner
Director
Wicomico County Council of
Civilian Defense
Salisbury, Maryland

Dear Mr. Gardner:

I have been instructed by the members of the Auxiliary Police Department to extend through you to the Mayor and Council and to the Civilian Defense Organization of Wicomico County our appreciation of the work and interest of Acting Chief Carl Wilson during the absence of Chief Chatham. The entire force of the Auxiliary Police Department was unanimous in their praise of the help rendered by Acting Chief Wilson.

I trust that you will call this to the attention of the Mayor and City Council. We have already expressed our appreciation of Sergeant Wilson's cooperation to Chief Chatham.

With kindest personal regards, we remain

Very truly yours,

C. Douglas Sergeant

C. Douglas Sergeant
Commanding Officer
Auxiliary Police

CDS vg

May 3, 1943

P-9

War Production Board
Power Branch
Washington, D. C.

Gentlemen:

At a meeting of the Mayor and Council held on May 3, the following applications for water service were presented:

Raymond Parsons
Hammond Street, between B&E Right-of-way & Preston St.

George A. Bounds & Company
Johnson Street, between Calloway & Truitt Streets

City water mains are available on the above referred to streets and it is merely a matter of extending 40 linear feet of 3/4-inch g.w.i. pipe for services, including 2 lead service connections, 2 3/4-inch curb stops, and 2 service boxes.

The Mayor and Council of Salisbury respectfully request your permission to withdraw this material from existing inventory stocks.

Very truly yours,

THE MAYOR AND COUNCIL OF SALISBURY,

City Engineer

CG vg

cc: The Mayor and Council of Salisbury

CITY HALL - SALISBURY, MARYLAND - MAY 3, 1943

The Mayor and Council of Salisbury met in regular session at the City Hall Monday evening, May 3, 1943 at 7:30 with the following members present: Mayor I. Virgil Hitchens, President of Council W. T. Gardner, Councilmen Albin A. Hayman, Claude E. Russell, John G. Howiek and Clifford H. Duffy.

1. Mr. Will Fields came before the Mayor and Council and asked that action be taken to notify Cook Cab Company to keep the alley between the Pusey and Linnett buildings open to traffic. He explained that the cab company parked their cabs in the alley and prevented other people from use of the alley.

   Councilman Hayman informed Mr. Fields he would talk to Mr. Cook and thought he could take care of the matter.

2. The Harbor Master, Mr. Prag, presented a written report for the month of April 1943. It was ordered accepted and placed on file.

3. The Building Inspector also presented a written report for the month of April which was ordered accepted and placed on file.

4. The Plumbing Inspector presented a written report for the month of April which was also ordered accepted and placed on file.

5. Chief Chatham presented his weekly log together with his gasoline consumption report for the month of April which was ordered accepted and placed on file.

   The Chief passed on to the Council information he had received on the public's views on our curfew law.

6. The Mayor and Council received the following bids on two 32 x 6 tires and two 32 x 6 tubes:

R. D. GRIER & SONS CO.:	
2 32 x 6 tires	$64.26
2 32 x 6 tubes	7.90
	$72.16
GOODRICH SILVERTOWN STORES:	
2 32 x 6 tires	$62.32
2 32 x 6 tubes	7.66
	$69.98
FIRESTONE:	
2 32 x 6 tires	$ 65.58
2 32 x 6 tubes	8.06
	$ 73.64
WICOMICO GARAGE:	
2 32 x 6 tires and tubes	$69.00
Less 2% if paid within 10 days	1.38
	$67.62

Councilman Duffy offered a motion to award the bid to the lowest bidder, Wicomico Garage for the sum of $67.62 net.

7. The minutes of the meeting of the Mayor and Council held April 26, 1943 were read and approved after amending Resolution No. 14 to read as follows: The Mayor and Council again considered the request of Mr. Stanley Robins representing the Harry E. Tull Est. for sewer to serve Camden Court property. Councilman Howie offered a motion which was seconded by Councilman Hayman authorizing a sewer connection be run from Camden Avenue to the inside of the sidewalk at the head of the alley in the rear of Camden Court.

8. Mr. J. C. Hendrickson of the Taylor Auto Supply Company came before the Mayor and Council to give them some information on an air compressor. He informed the Council he believed the compressor which they needed at the City Yard was a 15½ foot size which sold for $355.75 less 2% cash and for a single phase motor. The Council agreed to study the proposal and to make the decision during the course of the evening.

9. The City Engineer presented a memo showing the cost of labor and materials furnished for the Mayor and Council in connection with the construction of the concrete driveway on the property of W. F. Messick and Company in the total amount of $762.75 for which he was to be billed, at which was to be added 15% for overhead charges as by the agreement. Councilman Duffy offered a motion which was seconded by Councilman Russell and passed authorizing the money when received be deposited in the Special Street Account.

10. The City Engineer presented a copy of a letter from the War Production Board authorizing the extension of water services for

Morris Ruark	317 Short Street
Ethel M. Revelle	319 Short Street
Ella Mae Vickers	321 Short Street

Councilman Duffy offered a motion which was seconded by Councilman Hayman authorizing the extension of the water service for the above named properties.

11. The City Engineer presented an application for water service for the Johnson Street property of G. A. Bounds and Company. The Mayor and Council approved the application subject to the prior approval of the War Production Board.

12. A similar application was received for water service from Raymond Parker of Hammond Street which likewise was approved upon a motion offered by Councilman Duffy, seconded by Councilman Howie, dependent upon the prior approval of the War Production Board.

13. The Mayor and Council received a letter from C. Douglas Sergeant, Commanding Officer of Auxiliary Police, expressing his

organization's appreciation of the work and interest of Acting Chief Carl Wilson during the absence of Chief Chatham. Councilman Hayman offered a motion which was seconded by Councilman Howie authorizing the letter be attached to the minutes.

14. The City Engineer presented a letter from L. W. Gunby Co. advising him that they would be glad to have their sidewalk repaired in front of all of their downtown properties and advised the Council that they would be glad to have the City official in charge of this work contract for the necessary repairs in behalf of their company. Councilman Howie offered a motion which was seconded by Councilman Duffy to authorize the City Engineer to furnish any persons who might be engaged in cement work a list of the prople who were notified to repair their sidewalk in order that they might call on them if they so desired to solicit business.

The thought behind the motion was to provide sufficient work to make the small repair jobs justifiable.

15. Purchase Order L-112 for quantity of radio parts was presented and ordered approved and the priority statement thereon signed upon a motion offered by Councilman Duffy, seconded by Councilman Howie and duly passed.

16. In response to a request the City Engineer was authorized to furnish the American Public Works Association some information that they requested.

17. The City Engineer informed the Council he had authorized the deduction of four days pay from the salary of Mrs. Irene Benton due to the absence from work.

18. The City Solicitor presented a copy of recent legislation passed by the General Assembly of Maryland authorizing the investment of any municipal funds in government bonds and securities.

19. The City Solicitor presented a copy of a Baltimore City Ordinance providing for the temporary issue of permits during the war period while it was impossible to follow specifically the old ordinances. The Mayor and Council took the matter under consideration. The City Solicitor read a letter received from the Department of Law, City of Norfolk, Virginia, signed by Jonathan W. Old, Jr., which advises him that the City of Norfolk, Va., had no regulations on a curfew. The City Solicitor also read a letter from the Law Department of the City of Boston signed by Robert H. Hopkins, Corporation Counsel. The letter was quite lengthy and cited several cases in which a curfew law had been held unconstitutional since it interfered with the personal rights of citizens and since municipalities had not been found to have the right to prevent part of the people from the free use of the public sidewalks.

21. Vouchers Nos. 19731 to 19753 inclusive except Vouchers No. 19733, 34, 35, 36, which had been approved at a prior meeting upon a motion offered by Councilman Hayman, seconded by Councilman Russell and duly passed.

22. The City Clerk presented a letter from Ernest C. Clark asking that the personal property tax for the year 1941 in the name of Bounds Package Corporation for $582.10 be decreased since the company's personal property was not in that year located within the corporate limits of Salisbury. The Council authorized a decrease in the above mentioned amount to be written for the Council's future approval.

23. A letter was also received from White & Leonard asking for a decrease on their personal property located on East Church Street in the premises occupied by Guy C. Kelley in the amount of $375.00. The Mayor and Council agreed to consider the decrease after it was formerly entered on the decrease book and came to their attention at a later time.

24. Councilman Howie offered a motion which was seconded by Councilman Hayman to authorize the approval and the signing of the following decreases by the President of Council and the City Clerk: Decreases # 1446 to 1624 inclusive except 1477, 78, 79, 80, 83, 84, 94, 1512, 31, 34, 35, 39, 42, 43, 44, 45, 46, 47, 48, 49, 50, 51, 52, 53, 54, 55, 56, 57, 58, 59, 60, 61, 72.-

Councilman Howie offered a motion which was seconded by Councilman Hayman and passed to approve the following increases amd authorizing them signed by the President of Council and the Clerk: Increases # 845, to 997 inclusive except 968, 970, 71, 72, 73, 74, 79, 82, 83, 92.

25. Councilman Hayman offered a motion which was seconded by Councilman Howie and duly passed to approve the purchase of the air compressor described in Resolution #8 at the sum of $355.75 and to authorize the signing of the priority statement.

26. The City Clerk presented an estimate from the E. S. Adkins Co. for the furnishing and building complete of a ledger file as by detail they had furnished for the sum of $140.00. The Council suggested that it might be advisable to make a minor change in the plan and held the proposal open for another meeting.

The meeting adjourned at 10:30.

APPROVED:

5/10/43
DATE

W J Gordy
President of Council

Wade H Dooley Jr
Clerk

CITY HALL - SALISBURY, MARYLAND - May 10, 1943

The Mayor and Council of Salisbury met in regular session at the City Hall Monday evening, May 10, 1943, at 7:30 with the following members present: Mayor I. Virgil Hitchens, President of Council W. T. Gardner, Councilmen Albin A. Hayman, Claude E. Russell, John G. Howie, and Clifford H. Duffy.

1. Chief Chatham presented his weekly log, together with Parking Violations Report for the month of April, both of which were ordered accepted and filed upon a motion offered by Councilman Hayman, seconded by Councilman Howie, and passed.

   The Police Chief also presented an estimate for repairing and reconditioning the Police Department as follows:

Eight (8) Chairs @ $8.00	$ 64.00
Sanding of floor @ .04½ sq. ft.	22.32
Painting, 3 rooms and lavatory	150.00
Linoleum, 23 in. x 4 ft.	4.00
Total	$240.32

   Councilman Hayman offered a motion which was seconded by Councilman Duffy authorizing the preparation by the City Solicitor of an advertisement to be placed in the City's papers requesting bids on all items but the chairs.

   Chief of Police presented a codification of police ordinances for the City of Cumberland and recommended a similar codification for the City of Salisbury. The Council agreed to consider the proposal.

2. Mr. W. R. Godfrey, Lincoln Avenue, came before the Mayor and Council to request permission for the erection of pig pens on his property. He was referred to the Building Inspector.

3. The City Solicitor offered a communication to the Mayor and Council from the City of Norfolk, Virginia, which gave them a copy of a proposed ordinance on curfew which the Council had never passed.

4. Mr. C. Ray Hare, C. H. Cordrey, Hillary Taylor, H. L. Loreman, Jr. came before the Mayor and Council and requested a $200.00 advance to the Boys' Band. The Mayor and Council agreed to consider the request.

5. Rev. Arthur Doepp and Mr. Green of the Calvary Baptist Tabernacle came before the Mayor and Council to request the use of the band stand Sunday afternoons between the hours of 3:00 P. M. and 3:45 P. M. for song services. The Mayor and Council agreed to the request for the time being.

   Rev. Doepp and Mr. Green requested the Mayor and Council to notify them if the Adkins property was again available for sale.

6. City Engineer presented a request from Camp Somerset for permission to use the pool in the City Park in order to instruct approximately 500 service men in swimming. The Mayor and Council, upon a motion offered by Councilman Russell and seconded by Councilman Hayman, authorized the use of the park for such a purpose between the hours 8:00 A. M. and 1:00 P. M. all week days except Saturday and Sunday with the stipulation that all soldiers must be accompanied by an officer to supervise the men and that no trucks, cars, tents, or kitchens should enter or be erected on the grounds.

7. City Engineer presented a letter from G. M. Fisher in which he requested the City to have the sidewalk in front of his property on Main Street repaired and render him a bill for its cost.

8. City Engineer presented a letter from the Sanborn Map Company relative to the completion of maps recently authorized and cited an additional cost of $7.75 for mounting the sheets, together with an additional cost of $5.00 for binder. City Engineer was authorized, upon a motion offered by Councilman Howie and seconded by Councilman Hayman, to issue purchase orders for the above mentioned additional working material.

9. City Engineer presented a letter from Herbert DePue, Superintendent of Airways, Department of Commerce, La Guardia Field, Jackson Heights, New York, in which he advised the Mayor and Council that his office had completed a number of tests on the sub-grade of the Salisbury airport and that the results indicated the desirability of the elimination of the proposed gravel base course entirely (as was contracted for by theWaller Paving Company) and the substitution therefor of a sand gravel base course composed of materials available on the airport site.

10. City Engineer presented copies of House Bill 808 adopted by the Maryland Legislature in 1943 authorizing the County Commissioners and the governing bodies of municipalities to establish and utilize post-war construction funds for certain purposes, etc.

    He also presented House Bill 1898 introduced in the United States House of Representatives also on the planning of post-war public works and improvements and another bill 1952, introduced in the U. S. House of Representatives, 76th Congress, relative to financing post-war public works and improvements.

    Bills were authorized attached to the minutes, and the City Engineer was advised it would be satisfactory to do some planning and estimating on street improvements and water supply improvements.

11. City Engineer presented quotations on 100 bags of cement and 100 bags of mortar mix as follows:

	Cement	Mortar
Pocahontas Coal Co.	$.68	$.65
Nock Coal Company	.68	.58
Farmers and Planters	.70	--

The Mayor and Council, upon a motion duly made and passed, authorized purchase from the lowest bidder Nock Coal Company and authorized Purchase Order No. 1345 be issued to cover the purchase.

12. Mayor and Council again discussed the proposal of Mr. Curtis Long in which he offered to accept $350.00 for the proportion of his lot which was being taken by the City of Salisbury for the widening of Arch Street with the understanding that he be permitted to leave his house where it now is and for that proportion of his lot which was taken for the widening of Oak Street, where the City now has water mains and a sewer, provided that he be left at least 4 feet in front of his porch. Councilman Russell offered a motion which was seconded by Councilman Hayman accepting the proposal and authorizing the City Solicitor to prepare the necessary papers.

13. City Engineer presented a request for the purchase of six 1-gallon cans of laquer thinner. Councilman Howie offered a motion which was seconded by Councilman Duffy authorizing its purchase in Salisbury if possible.

14. City Engineer presented two bills, No. A-3167 and A-2823, from Baysinger for work done on the garbage truck without a purchase order. Mayor and Council, after some discussion, approved payment and authorized a confirmatory purchase order be issued to cover the work.

15. City Engineer presented a copy of a letter addressed to the Honorable Millard E. Tydings, Hon. George L. Radcliffe, and Hon. David J. Ward on certain construction phases of the Salisbury Airport, a copy of which was authorized attached to the minutes.

16. Mayor and Council authorized the purchase of a 26 months subscription to Water Works and Sewer beginning April 1943 upon a motion offered and passed.

17. Councilman Howie offered a motion which was seconded by Councilman Duffy accepting a proposal of E. S. Adkins and Company to furnish and build complete a ledger file per detail, finished for the sum of $140.00.

18. City Clerk presented a letter from the Waller Paving Company, signed by Mr. R. Fulton Waller, in which he

returned a letter addressed to him by the Mayor and Council on the rental of the motor grader which he had signed as accepted.

He also informed the Council that he had been held up in securing the "go" order on his work and asked that anything the Mayor and Council could do to hurry up the matter would be greatly appreciated.

19. Mayor and Council received a letter from a group of high school students expressing their views on the curfew proposal.

20. Mayor and Council received a letter from Mrs. Sam Cerniglia requesting a refund on her 1943 taxes which she had paid May 6th, since her husband's personal property was sold March 12th prior to his entering the United States armed forces.

Mayor and Council found that all property held on January 1st of the tax year was assessable to the holder for the entire year and therefore would be unable to grant a refund.

21. Mayor and Council received a letter from Mr. George P. Chandler of the Larmar Corp. requesting that Blake and Gordon Streets be put in passable condition from Lake to Delaware Streets to furnish them with some means of egress to their property in Cranberry Bog, since the principal entrance, Cypress Street, had been closed by the Mayor and Council.

They further cited that if, for some good reason, the City would like to keep Cypress Street closed for some time, they would go along with the distinct understanding that if, at any time, it becomes advantageous to the use or development of their land, it would be reopened.

22. Mayor and Council authorized the City Clerk to notify Rev. Doepp that it would be satisfactory to use the park band pavilion for the time being or until some condition arose which would necessitate the change of the present plan.

23. Mayor and Council arranged for a meeting to be held in Denton Wednesday, May 12th, to discuss the proposal for the purchase of the Eastern Shore Public Service Company's properties with the Choptank Cooperative.

24. Vouchers No. 19754 to 19807 inclusive were read and ordered approved and signed except for Vouchers No. 19760 and 19792 which are marked VOID, upon a motion offered by Councilman Hayman and seconded by Councilman Russell and passed.

25. The minutes of the meeting of the Mayor and Council held in the City Hall May 3rd were read and approved upon a motion offered by Councilman Hayman and seconded by Councilman Howie.

26. The minutes of the special meeting of the Mayor and Council held in the City Hall Friday, April 30th, at 1:00 P.M. were read, approved, and ordered signed upon a motion offered by Councilman Howie and seconded by Councilman Hayman.

27. Mayor and Council authorized City Treasurer to consult Mr. Briele, the City's auditor, relative to giving an advance of $200.00 to the Boys' Band from the 1943 tax collection fund.

28. Mayor and Council, upon a motion made and passed, authorized City Clerk to notify Civil Service Commission that they were still operating under authority of Ordinance No. 467 as passed December 1, 1941.

The meeting adjourned 11:10 P. M.

APPROVED:

5/17/43
Date

W. J. Gardner
President of Council

Wade H. Dudley Jr.
Clerk

TELEPHONE NO. 1166 POST OFFICE BOX 46

WALLER PAVING COMPANY
INCORPORATED

SALISBURY, MARYLAND

May 4, 1943

Mayor & Council
Salisbury, Maryland

Attention: Wade H. Insley, Jr., Clerk

Gentlemen:

Enclosed is the original copy of your contract of May 1 which we have properly executed.

We will not need this equipment, however, until we are instructed and authorized to proceed with the work at the Salisbury Minicipal Airport.

We haveobeen calling and wiring New York insisting that they give us the authority to proceed, as we understand the north end of one runway is ready for gravel.

If there is anything that you gentlemen can do to hurry this matter along, it would be greatly appreciated by us.

We have been holding men and equipment for the last six months awaiting the go order and the expense has been pretty great on our part.

Any suggestion or recommendation that you folks would care to make would be greatly appreciated by the writer.

Sincerely yours,
WALLER PAVING COMPANY

R. Fulton Waller

MAYOR
I. VIRGIL HITCHENS
CITY ENGINEER
CLARKE GARDNER
CITY SOLICITOR
CHARLES J. POTTS
DEPUTY CLERK
L. THOMAS PARKER, JR.

City of Salisbury

MARYLAND

MEMBERS OF COUNCIL
HILARY M. TAYLOR, PRESIDENT
EUGENE M. MESSICK
JOHN E. MORRIS
JOHN G. HOWIE
ALBIN A. HAYMAN

May 1st., 1943.

Honorable R. Fulton Waller,
Waller Paving Company,
Post Office Box 46,
Salisbury, Maryland.

Dear Senator Waller:-

The Mayor and Council of Salisbury has agreed to lease or hire its Allis Chalmers Patrol Grader to you on a weekly rental basis for the purpose of performing your grading contract at the Salisbury-Wicomico County Airport, located in Nutters Election District of Wicomico County, Maryland, subject to the conditions herein stated.

1. That you shall, at your own cost and expense, but for the benefit of The Mayor and Council of Salisbury, immediately insure the said property in the sum of five thousand dollars ($5000.00), against loss or damage by theft, fire and collision.

2. That you shall pay the maximum weekly rental as set forth in Price Regulation # 134, effective May 11, 1942, as published by the Office of Price Administrator, Washington, D. C., under Section 1399. 10, Appendix A, Maximum Rental Prices, paragraph (b) for the use of said property: Payment to be made weekly at the end of each week.

3. That you shall employ Larry Niblett, a former employee of The Mayor and Council of Salisbury, at the prevailing rate of pay for operators of graders, who shall operate said grader during the time it is leased by you.

4. That you shall, at your own cost and expense, furnish and supply all fuel, oil and lubrication; all oil used in said property to be procured from The Mayor and Council of Salisbury.

5. That you shall exercise reasonable care in using said property, and shall at your cost and expense, keep the same in repair, and shall replace any injured part or parts, and, at the termination of this leasing shall surrender said property to The Mayor and Council of Salisbury, in good order and condition, reasonable wear and tear resulting from the proper use thereof alone excepted.

6. That you shall surrender possession of said property upon demand of The Mayor and Council of Salisbury, its officers or agents, and receive a credit of one-sixth (1/6) of the agreed weekly rental for each day said property is used by The Mayor and Council of Salisbury.

7. That The Mayor and Council of Salisbury shall have the right, upon giving seven (7) days' notice in writing to Senator R. Fulton Waller at the address above stated, to terminate forthwith this lease and hiring in respect to the property hereby leased, without being liable to any suit, action or other proceeding, either in law or equity, by the said Senator R. Fulton Waller.

8. That, upon the Mayor and Council of Salisbury retaking possession of the said property, pursuant to the provisions of the preceding article hereof, this agreement shall thenceforth terminate, without prejudice to any right of claim for arrears of rent, if any.

Will you please affix your signature to the enclosed copy of this agreement acknowledging your acceptance of the said grader upon the aforegoing conditions.

Very truly yours,

Wade H. Dooley Jr.
Clerk of Salisbury.

Agreed and accepted:

WALLER PAVING CO., INC.

R. Fulton Waller
PRESIDENT

May 6, 1943.
A-6
CAA Docket 904-18-2

Honorable Millard E. Tydings,
Honorable George L. Radcliff,
Honorable David J. Ward.

$1,400,000

Dear Sirs:

At a recent meeting of the Mayor and Council of Salisbury, the County Commissioners of Wicomico County and the Salisbury Chamber of Commerce, Inc., certain construction phases of the Salisbury Airport were discussed and the writer was authorized to request your assistance.

For your information the Salisbury Airport has been rated as Class 4, contains three runways, 5,000 feet by 150 feet, and is being constructed by the Civil Aeronautics Administration, who is acting as the contracting agency. Appropriations have been made to the extent of approximately $1400,000.00; work is about ~~fifty~~ sixty-five percent complete and has progressed to a point where a decision on paving requirements is to be made.

The original design was furnished by the sponsor's engineers and was predicated on a wheel load of 50,000 pounds or a gross plane load of 100,000 pounds. Contracts for grading and drainage were let on this basis and now the sponsors have been informed that the paving requirements will be constructed for a wheel load of 15,000 pounds or a gross plane load of 30,000 pounds.

At the time the airport project was sponsored by the City and County authorities, the matter of freight transportation was given serious consideration. It was felt that the geographical location as a central point on the Del-Mar-Va peninsula would offer unusual advantages for the transportation of agricultural and seafood products. A reduction from a 100,000 pound gross load to a 30,000 pound gross load will undoubtedly exclude this possibility. It would also seem that paving requirements based on the lesser load would not offer the best possible military potentialities from the standpoint of national defense.

Under these circumstances, the sponsors feel that every consideration should be given to the type of pavement that will meet the requirements of at least the original design.

We will appreciate your efforts in securing the type of pavement that will prove beneficial from a military and commercial standpoint and particularly that type which will require a minimum of maintenance to the sponsors.

Respectfully yours,

City Engineer.

CG/ib

cc: Honorable William F. Messick, President,
The County Commissioners of Wicomico County.
Honorable I. Virgil Hitchens, Mayor of Salisbury.
Mr. Avery W. Hall, President, Salisbury Chamber of Commerce, Inc.

CHAPTER 686

HOUSE BILL 808

AN ACT to add two new sections to Article 88C of the Annotated Code of Maryland (1939 Edition), title "State Planning Commission", said new sections to be known as Sections 7 and 8, to be under sub-title "Post-War Construction Planning and Funds", and to follow immediately after Section 6 of said Article, authorizing the County Commissioners of any county and the governing bodies of municipalities and political subdivisions of the State to establish and utilize post-war construction funds for certain purposes and to cooperate with any Post-War Planning Commission.

BY THE HOUSE OF DELEGATES, March 29, 1943.

Introduced, read first time and referred to the Committee on Ways and Means.

By order, DANIEL J. LYONS, Chief Clerk.

REPORT OF COMMITTEE

Favorable.

JOHN S. WHITE, Chairman.

By the HOUSE OF DELEGATES, April 1, 1943.

Reported favorably by the Committee on Ways and Means, read second time and ordered printed for third reading.

By order, DANIEL J. LYONS, Chief Clerk.

House Bill No. 808

A BILL ENTITLED

AN ACT to add two new sections to Article 88C of the Annotated Code of Maryland (1939 Edition), title "State Planning Commission", said new sections to be known as Sections 7 and 8, to be under sub-title "Post-War Construction Planning and Funds", and to follow immediately after Section 6 of said Article, authorizing the County Commissioners of any county and the governing bodies of municipalities and political sub-divisions of the State to establish and utilize post-war construction funds for certain purposes and to cooperate with any Post-War Planning Commission.

Section 1. Be it enacted by the General Assembly of Maryland, That two new sections be and they are hereby added to Article 88C of the Annotated Code of Maryland (1939 Edition), title "State Planning Commission", said new sections to be known as Sections 7 and 8, to be under sub-title "Post-War Construction Planning and Funds", to follow immediately after Section 6 of said Article, and to read as follows:

7. The County Commissioners of any county and the proper authorities of any city or other political sub-division of the State are hereby authorized to create a Post-War Construction Fund, from whatever source, for post-war capital improvements, deferred maintenance and equipment replacements, and may apply to the said Post-War Commission for its assistance, cooperation and guidance in the creation and expenditure of funds for such projects, and in the preparation of needed long-term improvement programs. Funds created for this purpose may be invested in Federal or State securities with the power to sell same when funds are needed for actual expenditure for purposes outlined above. Notwithstanding any other provision of the law to the contrary, the provisions of this Act shall prevail.

8. For the proper coordination and integration of the various public and private Post-War Planning Programs all such programs of the political subdivisions of the State and of private organization or groups may be submitted to the State Commission on Post-War Reconstruction and Development, and the said State Commission is authorized to give consideration to the development of an all-over State Post-War Program of all programs coming from local and private sources.

Sec. 2. And be it further enacted, That this Act shall take effect June 1, 1943.

H. R. 1898

In The House of Representatives

February 18, 1943

Mr. Lynch introduced the following bill; which was referred to the Committee on Ways and Means

A BILL

To provide for post-war planning, and for other purposes.

Be it enacted by the Senate and House of Representatives of the United States of America in Congress assembled, That it is hereby declared to be the policy of the Congress to provide for the preparation now of such plans as may be necessary to facilitate and expedite the selection and inauguration during the post-war period of those public works and improvements that will assist in providing employment opportunities and demands for industrial products when the Nation's men and machines are demobilized; Provided, That any plans made pursuant to this declaration of policy shall not represent in any sense a commitment by the Congress to appropriate, or by the President to request the appropriation of, funds to undertake at any time any public works or improvement project so planned.

Sec. 2. This Act may be cited as the "First Post-War Planning Act of 1943", and the authorization conferred by this Act shall remain in force for a period not to exceed six months after the termination of the present war.

Sec. 3. When used in this Act, the term--

(a) "Plan preparation" means and includes only the making of such examinations, surveys, investigations, comprehensive plans and

programs, and architectural and engineering plans and specifications as may be necessary to facilitate and expedite the selection and inauguration of public works and improvements in the post-war period.

(b) "Federal agency" means and includes any executive department, commission, independent establishment, corporation owned or controlled by the United States, board, bureau, agency, division, service, office, authority, or administration of the Federal Government.

(c) "State or local agency" means and includes any State, Territory, island possession, and any agency or political subdivision thereof, including the District of Columbia.

(d) "Act" means the "First Post-War Planning Act of 1943".

TITLE I

Sec. 101. There is hereby authorized to be appropriated a sum not in excess of $25,000,000 for allotment by the President to Federal agencies for plan preparation heretofore or hereafter authorized by law: Provided, That such allotments shall be made by the President upon the recommednation of the Director of the Bureau of the Budget.

Sec. 102. In making allotments authorized by section 101 of this Act, the President shall give preference to such joint undertakings for plan preparation by two or more Federal agencies as will provide for the best coordination and integration of plans for the protection, conservation, or development of the Nation's resources.

Sec. 103. None of the provisions of this title shall be deemed to interfere in any way with the conduct of the civil functions of the Corps of Engineers, United States Army.

TITLE II

Sec. 201. There is hereby authorized to be appropriated a sum not in excess of $75,000,000 for advances by the President, through such Federal agency or agencies as he may designate, to State or local agencies for plan preparation: Provided, That prior to the approval of requests for such advances to State or local agencies, the Federal agency or agencies so designated by the President shall refer such requests to the Federal Works Agency, the Federal Security Agency, the National Housing Agency, and/or other appropriate Federal agencies, and these agencies shall review such requests and submit their comments and recommendations thereon: Provided further, That at the time such an advance is made, or previous thereto, the Director of the Bureau of the Budget shall designate a Federal agency or agencies which shall certify to the Secretary of the Treasury that the plan preparation under such an advance is being carried out in accordance with the provisions of this Act, and that payment is justified.

Sec. 202. Advances to State and local agencies for plan preparation under section 201 of this Act shall be subject to the following provisions for reimbursement or contribution of funds:

(a) With respect to advances for that part of plan preparation which includes the making of architectural and engineering plans and specifications, examinations, surveys, and investigations relating

to specific projects, the State or local agency receiving such advances shall repay the amounts thereof to the United States, if and when funds become available by reason of appropriation by, or grant, gift, or loan to, such State or local agency for the undertaking of the public works and improvements so planned: Provided, That all such repayments of advances by State or local agencies shall be remitted to the Secretary of the Treasury and shall be covered into the Treasury of the United States to the credit of "miscellaneous receipts".

(b) With respect to advances for that part of plan preparation which includes the making of comprehensive plans and programs, and general examinations, surveys, and investigations, the State or local agency receiving such advances shall contribute no less than 25 per centum of the total cost of such plan preparation: Provided, That the amount so contributed by such a State or local agency may be valued in funds or in services or materials to be used only in such plan preparation: Provided further, That no such advance shall be made to any State or local agency which, during the period covered by such advance, proposes to expend money for such plan preparation, from other than Federal funds, at an annual rate lower than the average annual rate for such purposes during the three years immediately preceding.

Sec. 203. (a) None of the provisions of this Act shall be deemed to interfere in any way with the affairs of any State or local agencies, nor shall this Act be construed as empowering State or local agencies

to accept advances for plan preparation under section 201 of this Act when such an acceptance would be contrary to State law.

(b) All advances of funds to State or local agencies under Section 201 of this Act shall be for plan preparation by staffs and consultants of such State or local agencies with such provisions as may be necessary to protect the interests of the United States.

TITLE III

Sec. 301. All allotments or advances under sections 101 and 201, respectively, of this Act shall be made only when the plan preparation provided for by such an allotment or advances is for either (a) planning a project which, when constructed, will be in accord with, or (b) developing a long-term plan for community, State, regional, or national development: Provided, That such allotments or advances may also be subject to such further terms and conditions consistent with the intent and provisions of this Act as the President may prescribe from time to time.

Sec. 302. The President may from time to time, but not less frequently than once every three months, shall transmit to the Congress a detailed report of the allotments and advances made under the authority of sections 101 and 201, respectively, of this Act.

Sec. 303. There is hereby authorized to be appropriated such sums as may be necessary for the administration of this Act.

76th Congress
1st Session

H. R. 1952

IN THE HOUSE OF REPRESENTATIVES February 23, 1943

Mr. Rivers introduced the following bill; which was referred to the Committee on Ways and Means

A BILL

To provide for post-war planning, and for other purposes.

Be it enacted by the Senate and House of Representatives of the United States of America in Congress assembled, That it is hereby declared to be the policy of the Congress to provide the means for the accumulation now by the States and their local subdivisions of such financial reserves and resources as may be necessary in order to facilitate the financing during the post-war period of those public works and improvements that are now being deferred because of the war.

Sec. 2. The Secretary of the Treasury, with the approval of the President, is authorized to issue from time to time a special series of War Savings bonds, for purchase solely by States, Territories, island possessions, and any agencies or political subdivisions thereof (hereinafter referred to as "State or local governments"), the proceeds of which shall be available to meet any public expenditures authorized by law: Provided, That such issuing authority shall remain in force for a period not to exceed six months after the termination of the present war. Such special War Savings bonds shall be issued in such manner and shall be subject to such terms and conditions consistent with the provisions of this Act as the Secretary of the Treasury may, with the approval of the President prescribe from time to time.

Sec. 3. The special issue of War Savings bonds authorized by the provisions of section 2 of this Act shall be issued on a discount basis and shall mature in not more than five years. The Secretary of the Treasury shall--

(a) determine the denominations of such bonds expressed in terms of their maturity values;

(b) the price or prices at which such bonds may be sold;

(c) Redeem such bonds upon demand so that the interest rate on, and the issue price of, them shall be such as to afford an investment yield of 4 per centum per annum, compounded semiannually: Provided, That if before the close of the present war such redemption is made at the request of State or local governments before the bonds mature, it shall be made so that the interest rate on such bonds shall be such as to afford an investment yield of 3 per centum per annum, compounded semiannually.

Sec. 4. Bonds issued in accordance with the provisions of this Act shall not (1) be transferred, (2) bear the circulation privilege, nor (3) be negotiable. Interest upon obligations issued under the authority of this Act shall be exempt from any provisions of any Federal tax laws heretofore or hereafter enacted, notwithstanding the provisions of any other law.

Sec. 5. The face amount of obligations issued under the authority of this Act shall be included within the limitation of the aggregate amount of obligations issued under the authority of Section 21 of the Second Liberty Bond Act, as amended,

Sec. 6. None of the provisions of this Act shall be deemed to interfere in any way with the conduct of the fiscal affairs of any State or local governments, nor shall this Act be construed as empowering State or local governments to purchase the special issues of War Savings bonds herein authorized when such purchases would be contrary to State law.

Sec. 7. There is hereby authorized to be appropriated such sums as may be necessary for the administration of this Act, and the Secretary of the Treasury may designate the Postmaster General, the Federal Reserve banks, or other persons and agencies as agents to assist in issuing and redeeming the special issues authorized by this Act.

Sec. 8. This Act may be cited as the "Second Post-War Planning Act of 1943".

CITY HALL - SALISBURY, MARYLAND - MAY 17, 1943

The Mayor and Council of Salisbury met in regular session at the City Hall Monday evening, May 17, 1943, at 7:30 with the following members present: Mayor I. Virgil Hitchens, President of Council W. T. Gardner, Councilmen Albin A. Hayman, Claude E. Russell, John G. Howie, and Clifford H. Duffy.

1. The minutes of the meeting of May 10 were read and approved upon a motion offered by Councilman Russell, seconded by Councilman Hayman and duly passed.

2. Chief Chatham presented bids on linoleum and asphalt tile for the Police Department as follows:

R. E. Powell & Company:

Armstrong 1/8" asphalt tile	$96.80

Bozman's:

1/8" gauge linoleum	$140.00

Vernon Johnson:

First grade linoleum	$175.00
Standard weight	150.00

Councilman Hayman offered a motion which was seconded by Councilman Duffy and passed to authorize the purchase of asphalt tile from the lowest bidder, R. E. Powell.

Councilman Hayman offered a motion which was seconded by Councilman Duffy and passed authorizing the purchase of eight chairs for the Police Department at $8.00 each from Willing's, in accord with their estimate.

3. The Harbor Master, Mr. Prag, presented copies of letters he had written to the Estate of Hugh L. Dickerson, Raymond A. Weisner and A. M. Walls, all relative to repairing the waterfront property.

4. Mr. Harry Hastings presented a request from Mrs. Brown for a gallon of paint to repaint the porch on the City's By Pass property in which she resides. Councilman Russell offered a motion which was seconded by Councilman Howie and duly passed authorizing the purchase.

5. Mr. Talbot Bounds of Tilghman Street presented a request through the Building Inspector for a permit to erect a rabbit house in the rear of his property. The Council authorized the issuance of the permit.

6. The City Engineer presented a letter from the WPB dated May 10 which approved the construction of water services for Raymond Parsons of Hammond Street and G. A. Bounds of Johnson Street. The Council had already approved the extensions subject to the WPB order.

7. The City Engineer presented a request from Mr. U. F. White representing the railroad for the City to maintain the railroad crossings in the City at cost plus 15%. It was his thought that the City would secure much better service through an arrangement of this kind. The Council agreed to take the matter under consideration.

8. Mr. W. T. Holland came before the Mayor and Council relative to the USO and advised the members that they had taken it over completely. He requested a letter be written Mr. C. L. Vickers, Acting Regional Director, advising him that the City was unable to make any contribution toward the operations. The Council agreed to the request and authorized the City Clerk to write such a letter.

9. Purchase Order No. L-116 to Chicago Steel Tape Co. for repairers. It was ordered approved upon a motion offered by Councilman Hayman, seconded by Councilman Russell and duly passed.

10. Mr. Fred A. Grier presented a request through the City Engineer for six locks to place on the emergency fire boxes to prevent their use by the public. Councilman Hayman offered a motion which was seconded by Councilman Duffy and passed to authorize the purchase of the above mentioned locks and approve the signing of the priority statement thereon.

11. The City Engineer informed the Council he had received a letter from Senator Tydings, Radcliff, and Ward informing him that the CAA had agreed to placement of concrete runways for a 50,000 wheel load on the airport.

12. The Mayor informed the Council he had received a telephone call from Mr. Bruce Wilson of the Eastern Shore Public Service relative to painting of the street dimout shades. Mr. Wilson agreed to do all of the work if the City would furnish the paint and loan the City's paint spray equipment. The Council found the arrangement would be satisfactory and instructed the Clerk to so notify Mr. Wilson.

13. The Mayor presented a request from Rev. Doepp asking for the City's price on the Dale Adkins' property. The Council upon a motion offered by Councilman Duffy, seconded by Councilman Howie and duly passed authorized the Clerk to inform Rev. Doepp that the City would offer them the property for $6750.00 subject to the City Solicitor's approval that no other contract existed.

14. R. E. Cook came before the Mayor and Council and asked that the City repair the alley between the Pusey and Linnett buildings in order that he might have a better means of entrance to his property in the rear of the two aforementioned buildings. The Council agreed to look into the matter and make whatever repairs they could.

15. The Council President, W. T. Gardner, called the Council's attention to a copy of the minutes of a special meeting held in the County Commissioner's office. The copy was ordered attached to the minutes.

16. The Mayor and Council received a letter from the Salisbury Lion's Club infatically in favor of passing a curfew law.

17. The Mayor and Council received a memo from John W. Downing, Treasurer of Civilian Defense Committee, dated May 11 showing a balance on hand of $69.91. The report was ordered accepted and filed upon a motion offered by Councilman Russell, seconded by Councilman Hayman and duly passed.

18. Councilman Howie offered a motion which was seconded by Councilman Duffy and duly passed authorizing a voucher be drawn to the Treasurer of the Salisbury Boy's Band for $200.00 in addition to their previous donation and to be in lieu of the $200.00 budgeted from their 1943-44 budget.

19. The Mayor and Council reviewed a letter received from Larmar Corporation dated May 10 relative to opening the streets to their Cranberry Bog property as described in the minutes of May 10. The letter was ordered referred to the City Solicitor for reply.

20. A request was presented in behalf of Mr. R. R. Purnell for the City to employ as usual a park swimming guard to begin work about June 1 at $15.00 per week. He also requested that the City pay the school expenses of approximately $35.00. The Mayor and Council found they would go along with the request for the guard at $15.00 per week but would be unable to add the additional expense to the present budget.

21. The Mayor and Council received a letter from Woodcock, Webb, Bounds & Travers signed by Mr. Wm. W. Travers advising the Mayor and Council that he had a bill in the amount of $218.95 for collection for Mr. Herman Purnell representing the cost to him of making the necessary repairs to a sewer connecting his house with the main sewer damaged by the City in some part of the work done on the By Pass.

    Councilman Russell offered a motion which was seconded by Councilman Duffy and duly passed authorizing the letter be referred to the City Solicitor.

22. In the absence of the City Solicitor, the Clerk presented a copy of a request for bids prepared for the city's papers requesting for bids on sanding floors, painting walls and furnishing and placing linoleum. They ordered the requst be rewritten to cover the painting of walls only and authorized it inserted in the two City papers to request bids for Monday evening, May 24, 1943.

23. The Council's attention was directed to the unsanitary condition of a toilet near the Victor Lynn 's offices. The Council instructed the City Clerk to bring it to the attention of the Health Officer.

24. The City Clerk in the absence of the City Solicitor presented a communication from the Department of Law, City of Philadelphia, relative to an ordinance on a curfew. The letter explained that the City of Philadelphia had no ordinance and were operating under a police order only. The letter further explained that they had uniformed policemen on the street after 11:00 P.M. to question young girls who appeared to be wandering looking for companionship. The letter further stated that they believed they were successful in their work.

25. The Council authorized the City Solicitor to study the recent request of Mrs. Sam Cerniglia for a refund on her 1943 personal property tax for future report to the Council.

26. Vouchers No. 19808 to 19844 inclusive were read, approved and authorized signed with the exception of Voucher No. 19812 marked void and 19821 not presented upon a motion offered by Councilman Hayman, seconded by Councilman Howie and duly passed.

Voucher No. 18845 to be made out to the Treas. Salisbury Boy's Band for the sum of $200.00 was approved and authorized signed after prepared upon a motion offered by Councilman Hayman, seconded by Councilman Howie and duly passed.

27. Councilman Russell presented a request to the Mayor and Council in behalf of the group of citizens representing the interest of the City for a request from the Mayor and Council to the SEC asking them to withhold the ratification of the sale of the Eastern Shore Public Service to the UGI for a short period of time. The Council took no action in the matter and agreed to arrange a meeting with any group who might request it in order to hear their reasons for such a request.

The meeting adjourned at 10:40.

APPROVED:

Date

W. A. Harrison
President of Council

Clerk

The County Commissioners of Wicomico County

Salisbury, Maryland

WM. F. MESSICK, PRESIDENT
ALLEN, MD.

W. LEE ALLEN
SALISBURY, MD.

HENRY S. TODD, JR.
SALISBURY, MD.

RALPH O. DULANY
FRUITLAND, MD.

WADE H. BRITTINGHAM
SALISBURY, MD.

ELVA M. HARRINGTON
CLERK

W. EDGAR PORTER
ATTORNEY

Congressman David J. Ward
House of Representatives
Washington, D.C.

The County Commissioners of Wicomico County, Mayor and Council of Salisbury and the Salisbury Chamber of Commerce have decided not to send representatives to the meeting at Denton today. If any plan is worked out at that meeting which may be beneficial to the citizens of this County, we will be glad to meet with you and those you represent to discuss it in Salisbury at any time.

County Commissioners of Wicomico County
Mayor and Council of Salisbury
Salisbury Chamber of Commerce

CITY HALL - SALISBURY, MARYLAND - May 19, 1943

The Mayor and Council of Salisbury met in special session at the City Hall Wednesday, May 19th, at 1:00 P. M. with the following members present: Mayor I. Virgil Hitchens, President of Council W. T. Gardner, Councilmen Albin A. Hayman, Claude E. Russell, John G. Howie. Councilman Clifford H. Duffy was absent.

1. President of Council W. T. Gardner explained that he had called the special meeting in order to consider the advisability of requesting the Securities Exchange Commission to withhold the final ratification of the proposed sale of the Eastern Shore Public Service Company to the United Gas Improvement Company.

   President of Council submitted the following statement, a copy of which is attached to the minutes:

   "We are vitally interested in the proposed sale of the Eastern Shore Public Service Company to the U. G. I. As public representatives, we deem it our duty to obtain all the facts in the case. While we do not doubt the sincerity of our local light company officials, we still do not have the assurance from the U. G. I. that the home office will remain in Salisbury.

   If the home office is removed, the Mayor and Council of Salisbury will lose some $18,000 annually in taxes. The present personnel would then be forced to leave the community in order to continue in their respective occupations. This would be a severe blow to the progress of Salisbury.

   In order to recover revenue lost through taxation, the Mayor and Council would be forced to increase its tax rate at least 10 per cent, which would create a hardship on the citizens of Salisbury. We are, therefore, requesting the Securities Exchange Commission to withhold approval of the sale of this company, pending a conference with the U. G. I. officials and the Mayor and Council of Salisbury.

   If it is not possible to work out a satisfactory solution with the U. G. I., we feel that the City should consider a municipally owned electric light plant. An examination of municipally owned plants in this area indicates that it is possible to substantially reduce tax rates through the earnings of such a plant and, further, have a surplus to construct essential public improvements without resorting to bond issues."

   After some discussion in which the opinion was expressed that the Council desired to do nothing which would, in any way, change the status of their franchise with the Eastern Shore Public Service Company or their street lighting contract, a motion was offered by Councilman Hayman and seconded by Councilman Russell and passed by the votes of Councilmen Hayman and Russell and Council President W. T. Gardner ~~with Councilman Howie not voting~~ to authorize the following telegram sent to the Securities Exchange Commission, a copy of which is attached to the minutes:

   Amended 5/24/43 to read: Councilman Howie did not vote since the negative votes were not called for.

"Securities Exchange Commission
Penn Atlantic Building
Philadelphia, Pennsylvania

Pursuant to a meeting today of Mayor and Council of Salisbury, Maryland, we respectfully request the Securities Exchange Commission to withhold approval of the sale of the Eastern Shore Public Service Company pending a conference with the U.G.I. officials and this board.

The Mayor & Council of Salisbury"

Councilman Hayman offered an amendment to the original resolution which was accepted and passed to authorize a letter to be written to the United Gas Improvements Company, attention of Mr. William W. Bodine, informing them of the telegram forwarded to the S. E. C. and requesting a representative authorized to speak for their firm on all details concerning the home office to come to Salisbury for a meeting. A copy of the letter is attached to the minutes.

2. After being informed by the City Engineer that there is apparently no PL & PD insurance on the motor grader leased to the Waller Paving Company, the Mayor and Council, upon a motion offered by Councilman Hayman and seconded by Councilman Howie, authorized the purchase of the insurance for the motor grader.

The meeting adjourned at 2:40 P. M.

APPROVED:

_____
Date

W. J. Garrett
President of Council

Wm. A. Mahoney
Clerk

We are vitally interested in the proposed sale of the Eastern Shore Public Service Company to the U.G.I. As public representatives, we deem it our duty to obtain all the facts in the case. While we do not doubt the sincerity of our local light company officials, we still do not have the assurance from the U.G.I. that the home office will remain in Salisbury.

If the home office is removed, the Mayor and Council of Salisbury will lose some $18,000 annually in taxes. The present personnel would then be forced to leave the community in order to continue in their respective occupations. This would be a severe blow to the progress of Salisbury.

In order to recover revenue lost through taxation, the Mayor and Council would be forced to increase its tax rate at least 10 per cent, which would create a hardship on the citizens of Salisbury. We are, therefore, requesting the Securities Exchange Commission to withhold approval of the sale of this company, pending a conference with the U.G.I. officials and the Mayor and Council of Salisbury.

If it is not possible to work out a satisfactory solution with the U.G.I., we feel that the City should consider a municipally owned electric light plant. An examination of municipally owned plants in this area indicates that it is possible to substantially reduce tax rates through the earnings of such a plant and, further, have a surplus to construct essential public improvements without resorting to bond issues.

Charge to the account of _____ $_____

CLASS OF SERVICE DESIRED			
DOMESTIC		CABLE	
TELEGRAM	X	ORDINARY	
DAY LETTER		URGENT RATE	
SERIAL		DEFERRED	
NIGHT LETTER		NIGHT LETTER	
SPECIAL SERVICE		SHIP RADIOGRAM	

Patrons should check class of service desired; otherwise the message will be transmitted as a telegram or ordinary cablegram.

WESTERN UNION

1206-B

R. B. WHITE, PRESIDENT
NEWCOMB CARLTON, CHAIRMAN OF THE BOARD
J. C. WILLEVER, FIRST VICE-PRESIDENT

CHECK
ACCOUNTING INFORMATION
TIME FILED

Send the following message, subject to the terms on back hereof, which are hereby agreed to

MAY 19 1943

SECURITIES EXCHANGE COMMISSION
PENN ATLANTIC BUILDING
PHILADELPHIA PENNSYLVANIA

PURSUANT TO A MEETING TODAY OF MAYOR AND COUNCIL OF SALISBURY, MARYLAND, WE RESPECTFULLY REQUEST THE SECURITIES EXCHANGE COMMISSION TO WITHHOLD APPROVAL OF THE SALE OF THE EASTERN SHORE PUBLIC SERVICE COMPANY PENDING A CONFERENCE WITH THE U.G.I. OFFICIALS AND THIS BOARD.

THE MAYOR & COUNCIL OF SALISBURY

chg 'phone 908

CITY HALL - SALISBURY, MARYLAND - May 24, 1943

The Mayor and Council of Salisbury met in regular session at the City Hall Monday, May 24th, at 7:30 P.M. with the following members present: Mayor I. Virgil Hitchens, President of Council W. T. Gardner, Councilmen Albin A. Hayman, Claude E. Russell, John G. Howie. Councilman Duffy was absent.

1. The Chief of Police presented the weekly logs for the weeks of May 16 and May 23 both of which were ordered accepted and filed.

2. He further reported that three Naval Shore Patrol had been assigned temporarily to Salisbury during the past week-end.

3. Chief of Police also requested authority to purchase some new tires for the police car. He was instructed to secure the necessary certificate and quotations on the tires for a future meeting.

4. The Chief asked the Council's pleasure on the employment of new men as park police for the summer months. The Council referred the matter for handling to the Mayor.

5. Mrs. Mary L. Lankford, 415 E. William Street, City, presented a formal bid on the lease of the park concession for the sum of $50.00 for the summer season. Councilman Hayman offered a motion which was seconded by Councilman Howie and passed authorizing the bid be accepted.

6. Mr. Dean Powell, with the City Engineer, came before the Mayor and Council to request authority to construct a new radio room in the fire house for the use of the radio division of Civilian Defense. Councilman Howie offered a motion, which was seconded by Councilman Russell to appoint Councilman Hayman as a committee of one to represent the Mayor and Council on a joint committee of the County Commissioners, Mayor and Council, and Civilian Defense to approve all future purchases for Civilian Defense.

   The request of Mr. Powell's was referred to that committee for approval.

7. City Engineer presented copies of a survey of the drainage ditches for the proper drainage of the airport sitewhich is already covered by option. The City Solicitor was authorized to draw up the necessary easement papers in connection with the above matter.

8. City Engineer presented copies of specifications and invitations to bid on concrete runways clearing another essential work therewith.

9. Councilman Hayman offered a motion which was seconded by Councilman Russell to authorize City Engineer to proceed with the development of simple plans and estimates for airport additions.

10. The Mayor and Council, upon the receipt of a request from Mr. Russell Townsend now working in the park, agreed to give him a letter of release in order that he might accept another position

upon a motion offered by Councilman Russell, seconded by Councilman Hayman, and passed.

11. City Engineer informed the Mayor and Council that the open ditches in the rear of the Swift property on Willow Street was draining the blood from the chicken house into the dump property and presented an unsanitary condition. The Mayor and Council authorized City Engineer to write Swift and ask that they take the necessary steps to remedy this situation.

12. William E. Derby, administrator of the W. O. Furniss estate, requested the Mayor and Council to have removed a tree situated on the curb line in front of his property on E. Locust Street. The Mayor and Council informed the City Engineer that its removal was not their responsibility.

13. City Engineer presented a letter addressed to A. K. Briele of the firm F. W. LaFrentz Company, the City's auditors, in which he furnishes a listing of the market values of the Water Department's inventory as of September 30, 1942 in the total amount of $21,458.30 together with a listing of the Sewer Department's inventory as of the same date in the amount of $7,351.04, a copy of which inventory is attached to the minutes as directed by a motion introduced by Councilman Hayman and seconded by Councilman Howie.

14. City Engineer advised the Mayor and Council that he was informed that the County Commissioners had approved the $10,000.00 grant to the Mayor and Council and it was obtainable upon request.

15. The Mayor and Council received a letter from Mrs. Lillian Short advising them that her property on S. Division Street at Upton Street has been vacant since March 29, 1943 for which she requests a credit on her water account until it is again rented.

16. City Engineer presented a list of the people assisting in recent requests to the C. A. A. for the approval of concrete runways for the Salisbury-Wicomico County Airport to whom he recommended letters of appreciation be written. Councilman Hayman offered a motion which was seconded by Councilman Russell and passed directing the Clerk to write such letters. The list is attached to the minutes.

17. City Engineer presented an offer from Mr. George Hendrickson to sell 100 ft. steel engineer's tape for $5.00. Councilman Howie offered a motion which was seconded by Councilman Hayman authorizing its purchase.

18. Bids for the furnishing of all material and the painting of the walls, ceiling, and woodwork in three rooms used by the Police Department with two coats of paint was received as

follows:

G. H. Ingersoll	$128.00
D. E. Culver & Oscar Moore	170.00

Councilman Russell offered amotion which was seconded by Councilman Howie and passed authorizing the bid to the lowest bidder, G. H. Ingersoll.

19. City Engineer presented a list showing the needs for anti-freeze for the coming winter season. He also submitted an offer on 50 gallons of permanent type anti-freeze for $1.77 per gallon or $88.50 for the lot and Zerone at $.94 per gallon. Councilman Howie offered a motion which was seconded by Councilman Hayman authorizing the City Engineer to purchase 50 gallons of the permanent type anti-freeze and to sign the necessary priority statements or other papers required.

20. City Engineer presented a letter from Tull & Jones on Wine Street which asked that their street be graded, as it is in very bad condition. Mayor and Council authorized City Engineer to grade the street.

21. City Engineer presented a letter written to the War Production Board at Washington, D. C. which requested approval for the installation of a 3/4" water service for the Raymond A. Weisner property on Long Avenue. The Council approved the letter.

22. City Engineer presented a proposed new street repair program and estimate in the approximate sum of $10,000. It was held for future study and consideration.

23. Councilman Russell offered a motion which was seconded by Councilman Howie and passed authorizing the application for approval of the purchase of 20,000 gallons of asphalt for street repair work and directed City Engineer to secure bids on its purchase.

24. City Engineer presented a sample form for the request of leave. It was reviewed and approved for use by all City departments.

25. Mayor and Council's attention was directed to an obstruction along the curb line of W. Chestnut St. which prevented proper drainage. The Mayor and Council were advised the obstruction was at the driveway entrance to the property of Mrs. Walter Powell. City Engineer was authorized to take the matter up with Mrs. Powell to have the obstruction removed.

26. A similar obstruction on the Pope property on Market Street and Circle Avenue was called to the Council's attention, and the City Engineer was likewise authorized to take the matter up with the Popes.

27. Councilman Russell presented a letter from J. Asbury Holloway asking that some action be taken to remedy the condition of the sidewalk from the By-pass East on the South side of Church Street, as it is now in a very dangerous condition. The Council authorized the City Engineer to prepare an estimate on repairing that part of the intersection and sidewalk which would be the City's responsibility.

28. In response to an invitation to bid, the following quotation was received:

Wicomico Garage		
1 700 x 20 Grade 1 tire and tube 8 ply		$37.22
	Less tax	3.22
	Total	$34.00

Since this was the only bid received, Councilman Howie offered a motion which was seconded by Councilman Hayman authorizing the purchase of the tire and tube.

29. Mayor and Council authorized a voucher be made payable to John W. Downing, Treasurer, Civilian Defense, for the sum of $100.00 to match a recent County appropriation.

30. Mayor and Council received letters from Mrs. Robert Frazier of the St. Peter's Church, Mrs. A. B. Boulden and Mrs. Catherine Jackson of the Trinity Church, recommending that a curfew law be passed by the City. Councilman Hayman offered a motion which was seconded by Councilman Russell and passed authorizing that the letters be accepted & acknowledged.

31. The Mayor presented a request from the Peninsula General Hospital for a member of the City's engineering staff to make a survey of the sewers and drainage system in the hospital property in order to advise them of their needs. Councilman Russell offered a motion which was seconded by Councilman Hayman to authorize the survey made.

32. Councilman Hayman presented a request from C. L. Dickinson for the action the Council would take on their recent Traffic Commission recommendations. The Clerk was instructed to look up the recommendations for the Council to review at the next meeting.

33. Vouchers No. 19821 and 19846 to 19875 inclusive were read and approved and ordered signed upon a motion offered by Councilman Hayman and seconded by Councilman Russell.

34. The minutes of the regular meeting of May 17th were read and ordered approved upon a motion made by Councilman Hayman and seconded by Councilman Russell.

35. The minutes of the special meeting of May 19th were read and after amending that part of Resolution #1 which referred

to Councilman Howie's not voting to read "Councilman Howie did not vote since the negative votes were not called for", they were approved upon a motion offered by Councilman Russell and seconded by Councilman Hayman.

36. Councilman Hayman offered a motion which was seconded by Councilman Howie directing the Treasurer to draw a voucher to R. R. Purnell for the sum of $35.00 to cover the tuition expenses of the park swimming instructor to be charged against Contingent Fund.

37. Mayor and Council received a letter from Dr. S. H. Hurdle, Deputy State Health officer, which informed the Council that they had made an investigation of the unsanitary conditions on the properties owned by John T. Holt, near the Victor Lynn wharf and had arranged for the remedying of the condition, together with certain other recommendations made to the Victor Lynn Company.

38. Mayor and Council received a letter from William W. Bodine, President of the United Gas Improvement Company, informing them that Mr. Stuart Cooper/had been designated to meet Vice President with them, in response to a recent letter asking for a meeting between some representative of their Company and the Mayor and Council in order to discuss any problems arising from the proposed acquisition of the Eastern Shore Public Service Company.

Mayor and Council authorized City Clerk to write Mr. Cooper and suggest a meeting be held Wednesday, June 2, at 1:00 or, as an alternate, Thursday, June 3, at the same time.

39. City Treasurer presented a statement of income and disbursements of the General Fund as of April 30, 1943.

40. City Treasurer presented a letter directed to Mrs. Elva Harrington, Clerk to the County Commissioners, which enclosed a statement of airport expenditures and showed a balance of $559.00 due by the County Commissioners. It was approved and authorized forwarded.

41. Since Monday, May 31, has been designated as a holiday, Mayor and Council cancelled its regular meeting and called for a meeting Monday, May 31, at 2:00 P.M. in order to pass the payroll vouchers and any other business which might be considered essential.

The meeting adjourned at 11:00 P.M.

APPROVED:

W. S. Garvey
Date

President of Council

Wade H. Insley Jr.
Clerk

cc: Minutes of the Mayor & Council

May 18, 1943

Mr. C. L. Vickers
Acting Regional Director
Region 2
State Planters' Bank Building
Richmond, Virginia

Dear Sir:

The Mayor and Council received a request Monday night, May 10, for a letter to you in behalf of the local USO Center to advise you that the Mayor and Council were unable to make any contribution to the Center since their budget did not include sufficient money for an allotment to the Center and since the legal tax limit had been reached and they were legally unable to make any additional assessment to provide for an allotment to the local Center.

Should this advise not cover your needs aforementioned, we will be glad to furnish you with what other additional evidence you might need.

Yours very truly,

Wade H. Insley, Jr.
Clerk-Treasurer

WHI nw

cc: Mayor and Council Minutes
Oscar L. Morris

May 19, 1943

United Gas Improvement Company
Attn: William W. Bodine, President
1401 Arch Street
Philadelphia, Pennsylvania

Gentlemen:

The Mayor and Council of Salisbury are vitally interested in the proposed sale of the Eastern Shore Public Service Company to the U.G.I. as it effects the operation of the Home Office in Salisbury.

At a meeting of the Mayor and Council today, the following telegram was sent to the Securities Exchange Commission:

"Pursuant to a meeting today of the Mayor and Council of Salisbury, Maryland, we respectfully request the Securities Exchange Commission to withhold approval of the sale of the Eastern Shore Public Service Company pending a conference with the U.G.I. Officials and this Board."

We will appreciate your sending a representative authorized to speak for the U.G.I. on all details concerning the Home Office.

Very truly yours,

THE MAYOR AND COUNCIL OF SALISBURY,

Wade H. Insley, Jr.,
Clerk

vg

cc: Securities Exchange Commission
Penn Atlantic Building
Philadelphia, Pennsylvania

cc: Minutes of the Mayor & Council

May 18, 1943

Mr. Bruce Wilson
Eastern Shore Public Service Company
North Division St.
Salisbury, Maryland

Dear Mr. Wilson:

The Mayor and Council received your proposal for painting street light dimout shades.

They authorized me to inform you that they would furnish the necessary paint and spray equipment for the painting of the above mentioned lights with the understanding that your company would do the work and furnish the necessary labor.

We will arrange to purchase the paint if you will give us some information as to the quantity and the type desired.

Yours very truly,

Wade H. Insley, Jr.
Clerk-Treasurer

WHI:nw

May 20, 1943

P-9

War Production Board
Power Branch
Washington, D. C.

Gentlemen:

The Office of the Municipal Water Department, Salisbury, Maryland, has received an application from Mr. Raymond A. Weisner, President of Parkway Manor, requesting water service to property located at the intersection of Mount Herman Road and Long Avenue.

The City's water mains are available on Long Avenue and it is merely a matter of extending 35 linear feet of 3/4-inch g.w.i. pipe for service, including one lead service connection, one 3/4-inch curb stop, and one service box.

The Mayor and Council of Salisbury respectfully request your permission to withdraw this material from existing inventory stocks.

Very truly yours,

THE MAYOR AND COUNCIL OF SALISBURY,

City Engineer

CG vg

cc: Minutes

May 20, 1943

I-1

Mr. A. K. Briele
Accountant
Downing Building
Salisbury, Maryland

Dear Mr. Briele:

In accordance with your recent request, I am listing below market value of inventory as of September 30, 1942.

Water Department --

Class D Fittings (70,571 lbs.)	$ 4,234.26
Fire Hydrants & Hydrant Risers	1608.00
Gate Valves & Valve Boxes	1,397.50
C.I. Pipe (119.4 tons)	7,432.36
Misc. Operating Supplies, including Lead Services, Meters, Small Fittings, Small diameter Pipe & Valves, etc.	7,786.18
Total from Water Department, ...	$21,458.30

Sewer Department --

Concrete Pipe	$ 2,979.60
T.C. Pipe & Fittings	4,371.44
Total from Sewer Department	$ 7,351.04

Sincerely yours,

Claude Gardner

City Engineer

CG vg

cc: Mayor and Council Minutes

City of Salisbury

MARYLAND

DEPARTMENT OF PUBLIC WORKS
CLARKE GARDNER
CITY ENGINEER

May 20, 1943

A-6

The Mayor and Council of Salisbury
City Hall
Salisbury, Maryland

Gentlemen:

If you believe it in order, I would like to suggest that a letter be written from the Mayor and Council of Salisbury to persons, noted below, thanking them for their interest and cooperation in securing concrete paving for the Salisbury Airport:

David J. Ward, Congressman
First Congressional District
Washington, D. C.

George L. Radcliffe, Senator
United States Senate
Washington, D. C.

Millard E. Tydings, Senator
United States Senate
Washington, D. C.

H. K. Glidden, Contract Officer
Civil Aeronautics Administration
LaGuardia Field, New York

Paul H. Stafford, Acting Chief
Airport Division
Civil Aeronautics Administra'n
Washington, D. C.

A. P. Harwood, Acting Regional Manager
Airport Division, Dept. of Commerce
Civil Aeronautics Administration
P.O. Box 636, LaGuardia Field, N. Y.

Charles B. Donaldson
Director of Airports
Department of Commerce
Civil Aeronautics Administration
Washington, D. C.

With kindest personal regards.

Sincerely yours,

Clarke Gardner

City Engineer

CG vg

The Mayor and Council of Salisbury

Request for Bids.

Sealed bids will be received by the Mayor and Council of Salisbury at the office of the Clerk of Salisbury, in the City Hall, West Church Street, Salisbury, Maryland, at any time until the hour of 5:00 o'clock, P. M., Eastern War Time, on

MONDAY, MAY 24th, 1943,

for the furnishing of the following service and materials hereinafter enumerated by items. All bidders shall state the date they will start and the time required to furnish said services and materials. At 8:00 o'clock, P. M., on said date, sealed bids will be publicly opened and read at a meeting of the Mayor and Council of Salisbury in the Council Room of the City Hall.

Item 1. Painting the walls, ceilings, woodwork, and ~~floors of three~~ (3) rooms used by the Police Department as headquarters and lavatory with two (2) coats of paint.

The Mayor and Council of Salisbury reserves unto itself the right to accept or reject any or all bids or offers for furnishing the above described item and for any reason deemed by it to be sufficient therefor.

By order of the Mayor and Council of Salisbury.

Wade H. Insley, Jr.

Clerk of Salisbury

cc: Minutes of the Mayor & Council

STATEMENT OF AIRPORT EXPENDITURES
August 1, 1942 to ~~March 31, 1943~~ April

Date	Voucher		Amount	Total
		Total Joint Expenditures to Jan. 31, 1943		$11,832.05
Feb. 1	19231	Warren-Knight Co. (2 steel tapes)	$ 16.58	
Feb. 1	19269	Mayor & Council Payroll	189.20	
Feb. 1	19270	Mayor & Council Victory Tax	6.80	
Feb. 1	19300	L. W. Gunby Co. (enamel)	.90	
Feb. 8	19303	Renninger & Graves (Reproduction of maps)	63.35	
Feb. 8	19388	Cavanaugh Motors Inc. (Window regulator)	3.00	
Feb. 8	19311	Mayor & Council Payroll	57.60	
Feb. 8	19312	Mayor & Council Victory Tax	2.40	
Feb. 15	19318	Warren-Knight Co. (Repair transit)	40.10	
Feb. 15	19338	Mayor & Council Payroll	57.60	
Feb. 15	19399	Mayor & Council Victory Tax	2.40	
Feb. 22	19336	Mayor & Council Payroll	57.60	
Feb. 22	19337	Mayor & Council Victory Tax	2.40	
				499.93
Mar. 1	19397	Eugene Dietzgen Co. (Developer)	8.67	
Mar. 1	19407	Mayor & Council Payroll	57.60	
Mar. 1	19408	Mayor & Council Victory Tax	2.40	
Mar. 8	19436	Mayor & Council Payroll	57.60	
Mar. 8	19437	Mayor & Council Victory Tax	2.40	
Mar. 15	19465	Salisbury Battery Co. Inc. (Bolts, battery cable)	.90	
Mar. 15	19498	Mayor & Council Payroll	57.60	
Mar. 15	19499	Mayor & Council Victory Tax	2.40	
Mar. 22	19522	Mayor & Council Victory Tax	2.40	
Mar. 22	19523	Mayor & Council Payroll	57.60	
Mar. 29	19558	Mayor & Council Victory Tax	2.40	
Mar. 29	19559	Mayor & Council Payroll	57.60	
				309.57
				$12,641.55

		Amount brought forward		$12,641.55
Apr. 5	19609	Mayor & Council Payroll	$ 57.60	
Apr. 5	19610	Mayor & Council Victory Tax	2.40	
Apr. 12	19657	Mayor & Council Payroll	57.60	
Apr. 12	19656	Mayor & Council Victory Tax	2.40	
Apr. 19	19680	Mayor & Council Payroll	57.60	
Apr. 19	19683	Mayor & Council Victory Tax	2.40	
Apr. 26	19725	Mayor & Council Payroll	120.65	
Apr. 26	19728	Mayor & Council Victory Tax	3.85	
				304.50
		Total Expenditures to April 30, 1943		$12,946.05

County's one-half share		$ 6,473.02
Less-		
Check Mar. 30, 1942	$1,000.00	
Check June 30, 1942	1,307.36	
Check Sept. 10, 1942	1,102.31	
Check Dec. 30, 1942	1,599.90	
Check Feb. 28, 1943	906.45	
		5,916.02
Balance due Mayor & Council by County Commissioners to April 30, 1943		$ 559.00

May 21, 1943

Respectfully submitted,

Wade H. Insley, Jr.
Clerk-Treasurer

WHI nw

cc: Minutes of the Mayor & Council

May 21, 1943

Mrs. Elva M. Harrington
Clerk to County Commissioners
Salisbury, Maryland

Dear Mrs. Harrington:

We are forwarding you herewith a statement of airport expenditures from August 1, 1942 to April 30, 1943 showing a total disbursement of $12,946.05.

You will note that I have divided the total disbursements in half, leaving the County's one-half share as $6,473.02 to date on which we have received five checks in the total amount of $5,916.02, leaving a balance due of $557.00 as of April 30, 1943.

Sincerely yours,

Wade H. Insley, Jr.
Clerk-Treasurer

WHI nw

CITY HALL - SALISBURY, MARYLAND - June 2, 1943

The Mayor and Council of Salisbury met in special session at the City Hall Wednesday, June 2nd, at 1:00 P.M. The following members were present: Mayor I. Virgil Hitchens, President of Council W. T. Gardner, Councilman Hayman, Howie, Russell, and Duffy.

1. The Council met with Mr. Stuart Cooper, Vice-President of the United Gas Improvement Company, in order to receive some information relative to the future of the Home Office of the Electric Utility should it be acquired by the U.G.I..

   Mr. Cooper informed the Council, together with Mr. Henry Todd, representing the County Commissioners, and Mr. Avery Hall, representative of the Chamber of Commerce, that their company proposed to maintain their home office in Salisbury.

   Among other explanations as to the methods of their operations, he explained it was probable that the Delaware Power and Light Company would be the company which finally acquired the Eastern Shore Public Service Company and who would own its common stock for operation purposes.

   He further advised the Council that if there were any other matters arising in which he could help or give an explanation, he would be glad to do so upon their request.

   The meeting adjourned at 3:00 P.M.

   APPROVED:

   _____
   Date

   W. T. Gardner
   President of Council

   Walter H. Insley Jr.
   Clerk

THE SALISBURY TIMES

SALISBURY, MARYLAND, THURSDAY EVENING, JUNE 3, 1943

CITY IS CALLED LOGICAL CENTER OF ESPS GROUP

UGI Head Says Office Of Utilities To Remain Here

"Salisbury is the logical center of the Eastern Shore Public Service group and the practical necessities of operation requires a central office in Salisbury," Stuart Cooper, vice president of the United Gas Improvement Co., told the Mayor and Council, Chamber of Commerce and Wicomico County Commissioners here yesterday afternoon.

He had been invited to Salisbury by the Mayor and Council to explain plans of the U.G.I. if that utilities company succeeded in acquiring the Public Service system.

UGI operation of the system will mean intergration of the company's properties, the shore utility being adjacent to the Delaware property of the UGI, he said. After the war the systems may be interlocked, allowing current to feed from one to the other. The Eastern Shore and Delaware properties will be operated as a single utility for efficiency, he said.

This, he said, would be necessary to provide a cushion during the expansion which he believed would come to this area at the end of

Seen Handicapped

The Eastern Shore Public Service system has been handicapped by the lack of a suitable financial structure and its acquisition by the UGI, he said, would remedy this condition. "Approximately $6,000,000 in new common stock will be issued and the bonded debt of the system will be reduced, cutting the annual financial expenses.

The new financial program, he said, should pave the way to expansion of generating facilities after the war and, with development of the system, savings would "accrue to the benefit of the consumers. The development should bring lower rates."

"We have not the slightest desire to acquire properties where we cannot come in on a friendly basis," he told the group. "We don't like cat and dog fights and we have not been in one for many years." He described UGI as the oldest utilities holding company and said that policies it inaugurated are now standard practice.

No Changes

"There will be no change in the organization in Maryland," he said, "and there will be no change in the organization in Salisbury."

He emphasized that the city need not fear that employees making their home here and working at the home office would be forced to move en mass. There may be some changes, he said, "some may move up into the larger company."

The Eastern Shore Public Service of Delaware will own the Maryland and Virginia portions of the system as at present, through common stock ownership. The Vienna generating plant will be owned by the Maryland company which is a Maryland corporation.

The Securities and Exchange Commission has made no decision on the proposed sale of the Public Service System to the UGI, he said, and such action would usually require a period of several weeks. Approved by the Federal Power Commission and probably of some of the state Public Service Commissions may also be necessary, he said.

CITY HALL - SALISBURY, MARYLAND - June 7, 1943

The Mayor and Council of Salisbury met in regular session at the City Hall Monday, June 7, at 7:30 P.M. with the following members present: Mayor I. Virgil Hitchens, President of Council W. T. Gardner, Councilmen Albin A. Hayman, Claude E. Russell, John G. Howie, and Clifford H. Duffy.

1. Minutes of the special meeting of May 31st were read and approved upon a motion offered by Councilman Russell and seconded by Councilman Howie.

2. Minutes of the special meeting of June 2nd were read and approved upon a motion offered by Councilman Russell and seconded by Councilman Howie. The motion provided also that a copy of the newspaper article relative to the meeting of the United Gas Improvement Company officials with the Mayor and Council be attached to the minutes.

3. Mr. William James McGrath came before the Mayor and Council to request a permit for a ball-game stand to be operated on Lake Street. The City Solicitor was authorized to look into the matter for a report to the Council.

4. Police Chief Chatham presented his weekly logs for the periods ending May 30th and June 6th both of which were ordered accepted and filed upon a motion offered by Councilman Hayman and seconded by Councilman Duffy. He also presented his police car and motorcycle report for the month of May which was also ordered accepted and filed.

5. The Chief reported that the gentleman working on the police radio set had run aground because they were unable to secure from Mr. Winners a diagram of the present radio set. The Council decided to hold consideration of the matter until the next meeting.

6. The Police Chief presented the following quotations, together with certificates for tire purchases from the Office of Price Administration numbered 678898 & 9 for two (2) Grade 1 tires and two (2) tubes:

Holloway Tire Company	Ceiling	Our Price
650x16-4 Royal DeLuxe Tire	17.90	13.77
*Pool Cost Tire Return Plan	2.86	2.86
Tax	1.21	1.21
650/16 Royal DeLuxe Tube	4.30	3.07
*Pool Cost Tire Return Plan	.69	.69
Tax	.31	.31
	26.97	21.91

*The Pool Cost Tire Return Plan is the additional charge made by the government on April 25, 1942 on Passenger Tires and Tubes, and is collected by them in full as well as the Tax.

Wicomico Garage

(4) 600x16 Grade 1 Tires & (4) Tubes	$69.44
Less Tax	15.44
	$54.00

Councilman Duffy offered a motion which was seconded by Councilman Howie authorizing the purchase of two tires and two tubes from the lowest bidder, Wicomico Garage.

7. The Police Chief presented a letter forwarded by Mr. Frank M. Cline of the Delmarva Credit Bureau which he had received from a South Carolina office asking if the City had any ordinances which would aid in the tracing of new citizens and removed citizens in order to follow them up for credit purposes. The Council was advised they had no such ordinances.

8. Police Chief Chatham reported he had several calls during the hot spell last week for disturbances at Johnson's Pond. He found swimmers in the lake after 12 o'clock making noise enough to prevent the near-by residents from sleeping.

9. Mr. Donohoe of the Eastern Shore Oil Company came before the Mayor and Council and requested ~~that~~ the City's approval of a plan to unload kerosene and fuel oil from tank cars on the B. & E. siding near the Sheppard property into his barges for transportation across the river to his storage yard.

Later during the evening the Council gave its approval to his request with the understanding that it would not include gasoline and should he desire to handle that in the same manner, it would be necessary for him to make a separate request for it.

10. A delegation, composed of the Rev. Doepp, Messrs. Culver, Nelson, Green, Hyslop, and several others, representing the Calvary Baptist Church, came before the Mayor and Council to give them an offer on the Dale Adkins by-pass property.

President of Council W. T. Gardner stated that the City Solicitor had informed the Council of the fact that W. Edgar Porter, Esq., had telephoned him and stated that he was putting the City on notice that Samuel S. LeCates claimed he was due a commission from the Calvary Baptist Church for his services in connection with this property and that he intended to institute suit upon completion of the sale against both parties.

After some discussion, the Group advised the Council they would purchase the property for $6750 if the City would place a sidewalk along the by-pass side of the property. The Council advised them that they would consider the proposal and give them a definite answer in the next few days.

11. The Harbor Master Mr. Prag presented his report for the month of May 1943 showing a total harbor tonnage of 16,125 tons. It was ordered accepted and filed upon a motion offered by Councilman Russell, seconded by Councilman Hayman, and passed.

12. Mr. Hastings, the Building Inspector, presented his report for the month of May showing 19 permits issued for total value of $5906. for the mont. The Plumbing Inspector Mr. James A. White presented his report for the month of May 1943 showing seven permits issued and fees collected in the amount of $7.25. Both were ordered accepted and filed upon a motion offered by Councilman Howie and seconded by Councilman Duffy.

13. City Engineer presented bids he had received in response to an invitation to bid on tires as follows:

Goodrich Silvertown Stores

2	600-20 6 ply Speedliner Silvertown Casg.	@ 16.57	$33.14
1	CT20 Silvertown Tube	@ 2.65	2.65
			$35.79
	Less 2% discount		.71
	Total		$35.08

Wicomico-Central Garages

2	600x20 Truck tires & 1 Truck Tube 600x20	$46.73
	Tax	4.61
	Net Amount	$42.12

Councilman Howie offered a motion which Councilman Russell seconded to purchase the tires from the lowest bidder, Goodrich Silvertown Stores and to authorize the recapping of a tire.

14. The Superintendent of the Water Department presented a Financial Report of the Water Department for April 1943. It was ordered accepted and placed on file upon a motion offered by Councilman Hayman and seconded by Councilman Russell and passed.

15. City Engineer presented a letter from the United States Dept. of Interior which forwarded an agreement on the operation and maintenance of a gaging station on the East branch of the Wicomico River for the period ending June 30, 1944.

As the agreement had been maintained for several years, the Mayor was authorized again to sign it in behalf of the City upon a motion offered by Councilman Duffy and seconded by Councilman Russell.

16. City Engineer presented a request for 2000 feet of Celotex to close the ceiling of the City Barn at the approximate cost of $47.50 per 1000. Councilman Duffy offered a motion which was seconded by Councilman Russell to approve the request authorizing the expenditure from the Account 528.2.

17. Mayor and Council received a petition "to clean and widen the ditch that runs through the back of our properties and serves as an outfall for storm water drainage in part of Camden District. The property owners hereby agreeto give whatever right-of-way or easement rights necessary in order that this work might be done." The petition was signed by William A. Smith, Victor O. Davis, Vic Keen, R. Brooke Troy, Richard W. Cooper.

    The Mayor and Council authorized the City Solicitor to draw any necessary legal papers and authorized the Street Department to do the work when possible.

18. Mayor and Council approved the purchase of new sets of City property maps for assessment purposes upon a motion offered by Councilman Duffy and seconded by Councilman Howie.

19. Mayor and Council approved the purchase of, or repair of, a pressure valve and control valve for the ammoniator at the Water Plant.

20. City Engineer informed the Mayor and Council that the County Commissioners had approved an allotment of $2200 from the Road Tax Fund for the City's special Street Fund for street repair work.

21. City Engineer informed the Council that the Coco Cola delivery man had requested permission to drive through the City Park in order to deliver drinks to the concession stand. After considering the request, the Mayor and Council found they could permit no driving on the grass inside of the park property.

22. City Engineer informed the Council of a new complaint on the condition of the Phillips sidewalk on Philadelphia Avenue and advised the Council that several ladies had recently fallen at that location due to the dangerous sidewalk condition. Mayor and Council agreed that the condition should be remedied and asked the CitySolicitor to look into the matter for report to them at the next meeting.

23. City Engineer informed the Mayor and Council that the 3rd Army Area Command had recently authorized a relaxation in their dim-out regulations to permit the burning of flood lights all night at the airport and the burning of stumps 24 hours a day at the airport in order to hasten construction work.

24. City Engineer presented a written draft of a plan for post-war and long range planning as it effects Salisbury, Wicomico County, Maryland, and gave some explanation of his proposal for appointing a Planning Commission.

25. City Engineer presented a memorandum for resurfacing the roadway for the Sunshine Laundry and asked if he should build it in the usual manner. The Council approved.

26. City Engineer presented a request from Nelson Messick, William Shores, and Gladys Wootten for salary increases. The Council found they could make no change at present.

27. City Engineer presented a request from the Water Department for an adjustment in working hours. The Council took the matter under advisement.

28. City Engineer presented a proposal for fixing the sidewalk and part of the gutter around the Dr. Sembly property on the by-pass. The Council approved the work on Church Street and the placing of approximately 32 feet of curb and gutter on Commerce Street, total cost of both not to exceed $80.00 provided the City Solicitor could secure the necessary agreements from Dr. Sembly.

29. Vouchers Nos. 19904 to 19963 inclusive were read, approved, and authorized signed upon a motion offered by Councilman Hayman and seconded by Councilman Russell.

30. Councilman Howie called the Council's attention to the fact that Mr. Stuart Cooper, Vice-President of the United Gas Improvement Company had met with the Mayor and Council and had satisfied them that it was his company's intention to make its home office in Salisbury. Councilman Howie also said he felt that it was the City's obligation to inform the Securities Exchange Commission, as well as the U.G.I., that the City now withdraws its request for a stay in the ratification in the proposed sale of the Eastern Shore Public Service Company to the U.G.I., since the U.G.I. had given them the information they were concerned about.

Councilman Howie immediately made a motion that such a letter be forwarded to the S.E.C. and the U.G.I. and the motion was seconded by Councilman Hayman and duly passed.

31. Mayor and Council received a letter from the Rev. Paul E. Hyser, Pastor, 335 Hanover Street, Littlestown, Pennsylvania, requesting permission to canvas from house to house for funds to help carry on his work of supplying Bibles and New Testaments to hospitals, penal institutions, etc. free of charge, as was supplied to the Wicomico County Jail. The Council found that they were unable to grant the requested permission.

32. Mayor and Council received a request from the Fire Department for a check covering the Department's convention fund allotment.

Mayor and Council authorized check drawn to the Salisbury Fire Dept. #1 for 2/3 of the allotment, less an advance of $175.00 already paid against that account and a check drawn for Fire Dept. #2 for 1/3 of the allotment, less an advance already paid against that account in the amount of $126.00.

The motion offered by Councilman Russell and seconded by Councilman Hayman also authorized the checks be drawn immediately and signed by President of Council and Treasurer.

33. Mayor and Council received a request from Mrs. Langsdale Roberts to rent the Dale Adkins property on the By-pass.

The Council found they were unable to rent it at the present time since it is being considered for sale.

34. Mayor and Council received a communication from Mr. Horace E. Flack, Director, Department of Legislative Reference, in which he forwarded copies, under separate cover, of the laws enacted at the recent session of the General Assembly of Maryland which pertain to our City.

35. Mayor and Council received a letter from Mr. L. Atwood Bennett requesting the elimination of assessment on Lot #27A on S. Division Street since it is now known as McKinley Street and is used as a public thoroughfare.

The Mayor and Council found that, since the County is the assessing authority, they were unable to make the direct decrease but would be guided by the actions of the County Commissioners.

36. Mayor and Council received a communication from James R. Bishop, M.D., in which he informed the Mayor and Council that he had been assessed for the sum of $3000 Personal Property for the years 1939-42 and that prior to that time he was only assessed for the sum of $300 and further stated that he is now assessed for the sum of $1500 which amount he felt to be about right and for which he was forwarding a check plus interest in payment of the account.

Mayor and Council authorized the check be accepted in payment of his taxes since they felt they should be guided as to worth of the Personal Property by the recent assessment figures and authorized the remainder decreased from the tax records.

37. City Treasurer advised the Mayor and Council that Earle Crawford, Colar Wilkins, and Paul Hayman had appeared on the payroll as new employees during the recent week and that Mr. Avery Bowden, an employee of the Garbage Department, had been paid for the week while he was sick as a credit against his Sick Leave. The Council approved the employment and pay for the new employees.

38. Mayor and Council discussed the recent recommendation of the Traffic Commission and after some discussion agreed to bring it up again at the next meeting for further discussion.

39. Mayor and Council received a letter from W. T. & S. Norman Holland in which they requested that the City adopt the position of the County Commissioners and abate the City taxes on the property occuppied by the McCloskey-Grant Corp. for the years 1943-47 inclusive.

After some discussion the Mayor and Council found they were unable to authorize an abatement for the year 1943 since the assessment had already been placed on the books and included in the present tax levy.

40. The Mayor presented the Council with a letter he had received from Whitman, Requardt and Smith, Engineers, 1304 Saint Paul Street, Baltimore, Maryland, giving them the recommendations on a proposed report to the Mayor and Council of Salisbury with reference to a study of the rates, reserve, and the construction accounts of the Water Department of Salisbury, together with the advice that they would do the work for $4000. A copy of the letter is attached to the minutes.

The meeting adjourned at 12:30 P.M.

APPROVED:

June 14, 1943
Date

W. A. Gorrill
President of Council

Wade H. Fooks
Clerk

WHITMAN, REQUARDT AND SMITH
Engineers
1304 Saint Paul Street
Baltimore, Maryland

Ezra B. Whitman
Gustav J. Requardt
Benjamin L. Smith

June 5, 1943

Mr. I. Virgil Hitchens, Mayor
City Hall
West Church Street
Salisbury, Maryland

Dear Mr. Mayor:

We wish to reply herewith to your letter of May 24th with reference to a study of the rates, reserve and the construction accounts of the Water Department of Salisbury.

On June 3rd Messrs. N. D. Kenney and I. E. Jenkins of this office were in Salisbury and discussed this matter with you and Mr. Charles J. Potts, City Solicitor. They then went to the City Hall and discussed available data and reviewed the books with Mr. Clarke Gardner, City Engineer and Mr. Wade Insley, City Clerk. From their observations and understanding, we feel that the following points should be covered in a report to be submitted to you and the Council.

1. Audit of books to determine actual capital cost of the water property, assuming that the purchase price of the Salisbury Water Company represents the then present worth.

2. Make an appraisal of the reproduction cost of the water system and reproduction cost new less depreciation based upon an inventory furnished by the Water Department. This appraisal should cover normal recent price levels, say 1939-40 rather than the inflated conditions of 1943.

3. Audit of books to determine operating and maintenance charges properly chargeable to the water system only.

4. From (1) and (2) above determine reasonable annual depreciation charge.

5. With reference to gross revenue statements of the Water Department we will assume that these are correct as reported by the Water Department.

6. We will make an analysis of the bonded indebtedness both for general funds and for water and sewer funds with particular reference to interest and amortization of general tax loans used by the Water Department; further an analysis of cost of sewer and of storm drainage construction charged against water and sewer loans.

7. From the six previously given points we will formulate our opinion of the net revenues of the Water Department.

8. From our study of your methods we will advise you as to whether to keep your present system of books or whether a new system should be installed. Any work for the installation of a new system is beyond the scope of this report and fee.

9. We will report alternatives and make our recommendations concerning the use of the depreciation funds.

10. We will further make our recommendations as to the necessity and amount that should be set aside for other reserves such as contingent funds, non-collectable accounts, etc.

11. We will advise you as to any changes in water rates that should be made.

It is understood that you will furnish clerical assistance for adding machine or calculator machine work set up by our auditor and to be done under his supervision. We will receive all assistance necessary from your engineering department in developing a complete inventory of the property of the Water Department. Sufficient room will be furnished for our representatives to work in the City Hall, preferably in the Council Room, which we understand is seldom used in the day time.

We would do the above outlined work submitting our report with four typed copies for a total payment of $4000, payable on acceptance of report. There is an immense amount of detail work to be done, particularly by our auditor in back-tracking over the records of the last 15 to 18 years. We feel that approximately six weeks will be required for the completion of this work and the submission of a report. This fee could probably be amortized over a period of 5 to 10 years as we feel this work will be of permanent value to the City and should not bias the books for the particular year in which the work was done.

We wish to express our appreciation of the complete cooperation shown by Messrs. Potts, Gardner, and Insley and hope that we will have the opportunity of working with you and your Council upon this matter.

Very truly yours,

WHITMAN, REQUARDT AND SMITH

By, Ezra B. Whitman (Signed)

E.B.Whitman/S

We, the undersigned property owners on North Pinehurst Avenue, hereby petition the Mayor and Council of Salisbury to widen and clean out the ditch that runs through the back of our properties and serves as an outfall for storm water drainage in part of Camden District. The property owners hereby agree to give whatever right-of-way or easement rights necessary in order that this work might be done.

William A. Smith

Victor O. Davis

Vic Keen

R. Brooke Troy

Richard W. Cooper

POST-WAR & LONG RANGE PLANNING
AS IT AFFECTS
SALISBURY, WICOMICO COUNTY, MARYLAND

BY

CLARKE GARDNER
CITY ENGINEER
SALISBURY, MARYLAND

JUNE - 1943

City of Salisbury

MARYLAND

DEPARTMENT OF PUBLIC WORKS
CLARKE GARDNER
CITY ENGINEER

June 7, 1943.

The Mayor and Council of Salisbury,
Salisbury, Maryland.

Gentlemen:

A report covering Post-War and Long Range Planning as it effects Salisbury has been compiled and is submitted for your consideration.

The primary purpose of this report is to present an overall picture of planning for the future of Salisbury. Salisbury, as the metropolis of the Eastern Shore, has unlimited possibilities in gradual expansion and development. The geographical and natural advantages are unusually favorable. The cooperative and progressive spirit of our citizens is unquestioned. It is merely a matter of organizing an active planning committee to accomplish those objectives that will contribute most to the health, prosperity and welfare of the Community.

The report contains public and business projects for post-war and long range improvements. Some are local in nature and others would operate under the jurisdiction of state agencies. The projects should be studied by a planning committee and the citizens should be fully informed as to all the facts. The actual construction of any local project should be determined by a referendum vote of the people. The actual planning should be done now as it will insure orderly and sightly development of the City and its environs.

Other cities in our State, such as Baltimore and, quite recently, Cumberland, have established planning commissions. Governor O'Conor, recognizing the need of state planning, proposed a Commission on Post-War Reconstruction and Development, which was enacted into law at the recent session of the Legislature.

Public works should be undertaken only on the basis of their essential need. Employment and reemployment of people is not solved by public works. However, business expansion, new services and free private enterprise is the solution, but the planning and organizing must be done now.

Respectfully submitted,

Clarke Gardner

City Engineer.

CG vg

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POST-WAR & LONG RANGE PLANNING
AS IT AFFECTS
SALISBURY, WICOMICO COUNTY, MARYLAND

PREAMBLE

For the past several months a general study has been given to Post-War and Long Range Planning for Salisbury and its environs. Much will depend on preparations made NOW to control the developments and readjustments which are sure to follow the termination of the War. Hundreds of our young men and women will come back from service in the Armed Forces or from working in war plants and many of them will rightly expect better living conditions for themselves and their families. Other families, heretofore living in sub-standard areas, will be seeking new homes. All of this will be a boost to new home building and, particularly, subdivision planning. Automobile traveling will be resumed and increased. Wartime factories will be retooled for peace-time production. Building materials and labor will be available for new construction. Air transportation may bring great changes in methods and routes of travel, notwithstanding the fact that certain types of agricultural and seafood products can be transported by air. Higher standards of education, public health, sanitation, and better opportunities for recreation, will be demanded. These old, yet new, conditions merit the foresight of our people. Proper planning, or city planning, is simply the exercise of such forethought as will promote the orderly and sightly development of the City; or, it may be expressed as the anticipation of the city's development and providing for it legislatively, socially and financially before the demands of an

increased population make it prohibitive in cost.

A practical city is most desirable because the populace live in it by choice. Owners of industries want profitable locations and will hesitate to settle where houses, churches, schools, hospitals, parks, public service facilities, and other utilities, are inadequate. Good business will not locate where their is no business. A city that does not provide desirable environment for residences, good sites for business and industry, will not continue to grow.

There are many problems that require good judgment and foresight in coordinating business and governmental activities for the mutual benefit of the Community. As post-war and long range planning not only effects business, but practically every citizen, the establishment of a Planning Committee should be considered. This committee to be composed of representatives from the Mayor and Council, County Commissioners, business and civic organizations, and public spirited citizens. The duties of such a board would be to analyze various business and public projects presented, make a general study of financial and legal requirements, and submit their recommendations.

A brief outline of Business Enterprises, including Public Works, and Long Range Planning are as follows:

1. BUSINESS ENTERPRISES --

Salisbury has many varied types of agricultural, business and industrial activities. Most of these concerns are now engaged in war production and will, undoubtedly, return to

normal peace-time work at the conclusion of the War. In order to furnish employment after the demobilization of men and women in the service of our Armed Forces, it is essential that business be expanded to care for their needs. It is both appropriate and proper that post-war planning be undertaken immediately. With the vast possibilities for the production and distribution of articles and equipment essential to the home economy, certain types of local business could be expanded to meet this demand. Every effort and contact should be made to sell desirable and prospective enterprisers on the advantages of locating in this Community. Payrolls could be expanded in Salisbury through the creation of additional enterprises on new marketable products. Large business concerns have not discontinued their research activities and there is no doubt that new innovations will develop as an aftermath of the war. Most of our public spirited people are progressive and effective organization can be accomplished now to furnish means of employment to workers who are willing if given the opportunity.

2. PUBLIC WORKS --

Public works projects cannot and will not solve an unemployment situation. Essential public improvements will best promote the health, safety, order and prosperity of the Community, as well as the efficiency and economy in the process of development. Comprehensive surveys and studies of present conditions and anticipated future growth will guide and accomplish a harmonious development of the municipality in the surrounding areas.

3. POST-WAR AND LONG RANGE PLANNING OF PUBLIC IMPROVEMENTS --

A. Master Plan. A master plan and descriptive matter should be prepared at the earliest practicable date. This plan should include the general location, character and extent of streets, bridges, waterways, boulevards, parkways, playgrounds, public buildings, parks, airport, and the general location and extent of public utilities operated for electricity, water, gas, drainage, sanitation and transportation. The plan should also show, in general, contemplated public improvements. Adequate provisions should be made for the promotion of safety from fire and other dangers, elimination of traffic hazards, health and recreational facilities, and the promotion of good civic design and arrangement.

B. Metropolitan Area. For the past several years, areas adjoining the corporate limits of Salisbury have been developed without benefit of zoning or building laws. Streets have been developed, to a certain extent, without due regard for alignment and topography. This type of layout has created a condition whereby streets do not connect at logical intersections; widths have been at considerable variance; and no consideration has been given to surface drainage. Homes and business structures have been built without building lines, which would provide uniformity. These areas should operate under building, zoning, and subdivision laws of the city. The effect of installing these regulatory measures would save thousands of dex dollars annually in the construction and maintenance operations of streets, water, sewage and drainage systems.

C. Housing. According to a survey made by the Salisbury Housing Authority on December 12, 1936, tables were compiled showing tenant-occupied, sub-standard dwelling units in certain sections of Salisbury. The report states, in general, that depreciated and cheap properties were occupied by white and negro tenancies having neither water nor sewerage facilities, except through pitcher pumps and outdoor toilets. It was intimated that several homes were fire hazards and that living conditions were such that the health of the residents in the entire community were being jeopardized. The report further states that 458 white families, with incomes under $20.00 to $100.00 per month, were living in sub-standard dwellings; and that 306 negro families, with incomes ranging from under $20.00 to $80.00 per month, were also living in sub-standard dwellings. Proper housing facilities would remove this so-called blighted or slum area which housed 764 families of the lower income bracket. The elimination of these sub-standard dwellings and the substitution of livable homes would contribute to the intellectual and moral growth and health of our Community.

D. Recreational Facilities.

(1) Municipal Park, East Main Street. Plans for the future development of Municipal Park include a continuation of the present roadway on the South side of the stream to Schumaker's Dam, returning on the North side and meeting with the present Easterly limits of the park road. The proposed roadway to Schumaker's is to be interconnected with lateral pedestrian paths and footbridges. A general widening of the upper stream to create a bowl effect, leaving small isolated islands, would

prove very attractive. A log cabin has been designed and a tentative location on the island has been selected. Additional outdoor playground equipment should be included. Studies have been made for a concrete pool in order to accommodate bathers of all age groups. Sanitary facilities should also be provided. In order to provide wholesome recreation for youth, a planned program under the direction of a capable supervisor should be arranged.

(2) Proposed Park for Negroes. A tract of land, containing approximately 4-1/4 acres and located on Lake Street opposite the Negro High School, has been purchased for the development of a recreational center. Preliminary plans include a recreational building and an outdoor concrete swimming pool. Playground equipment should also be installed. All recreational facilities should be under the direction of a competent supervisor.

B. Landscaping Program. Property owners should be encouraged to plant shrubbery, trees, et cetera, not only in residential sections, but along commercial highways such as the Salisbury By-Pass, and East Main Street. The northerly approach to Salisbury could be quickly beautified at a minimum of expense. For example, the Middleneck Branch could be cleared of weed growth and a small wooden dam erected, flooding this area adjacent to Route 13. Parkway plots located in Glen Haven, Clairmont Village, the intersections of Pinehurst and Russell Avenues, at West Main and Isabella Streets, and other points along the Salisbury Boulevard, could be maintained very economically. On those streets in the residential area where grass plots are available, neighborhood programs calling for the planting of small

trees should be developed. Streets not having grass plots could have similar arrangements with all planting at the inside edge of the sidewalk areas.

F. Streets & Highways.

(1) General Street Improvements to Salisbury. Salisbury has approximately 75 miles of streets, of which 40 miles are improved with bituminous surface and 6-1/2 miles with concrete pavement. Due to a combination of war restrictions and lack of appropriations, it has not been possible to provide proper maintenance. The inability to procure asphaltic materials for repairs is creating a condition that will cause heavy expenditures in the near future. It is important that the street program be thoroughly studied and every effort made to provide for concrete gutters on present improved streets. In the absence of sidewalks, combination curbing and guttering should be placed as funds become available. The construction of these useful units will prevent a deterioration on the edges of the asphaltic pavement and will materially assist in the drainage, particularly where flat grades are involved.

(2) Broad Street Widening. The removal of buildings in the area between Broad and Church Streets, from North Division Street to the Salisbury Boulevard, would create a wide thoroughfare and, ultimately, develop a new business area tying in with the Main and East Church Street commercial sections. Consideration should also be given to the widening of the East side of North Division Street, between Church and Calvert Streets, which would continue the Business Loop.

(3) Pedestrian Under-pass, East Main Street. The present under-pass, located near the intersection of East Main Street and Salisbury Boulevard, is a definite traffic and pedestrain hazard. This under-pass should be widened, thereby eliminating this dangerous bottleneck. If suitable arrangements cannot be worked out with the Pennsylvania Railroad Authorities for the widening, it is suggested that a small open tunnel be constructed at street level on the North side of the present abuttment for use by school children and other pedestrians.

(4) East College Avenue Extension. In order to assist in the marketing of produce from Wicomico County, a road should be constructed from College Avenue at the easterly Corporate Limits to a point at or near the intersection of Lincoln Avenue and the new Snow Hill Road. The alignment of this road should be such that no buildings or structures would have to be relocated, just a matter of land acquisition. The volume of business handled by the Wicomico Farmers Cooperative Auction Market, Incorporated, has progressively increased to a point where additional road facilities are needed.

(5) Roadway Bridges. Another possibility worth consideration is the expenditure by the Maryland State Roads Commission for the construction of wider bridges across the Wicomico River at South Division Street and at Camden Avenue. The existing bridges create a definite hazard to vehicular traffic due to their extreme narrowness.

(6) Airport Highway. A general study of roads leading to the Salisbury-Wicomico County Airport site should be made. The Parker Chapel Road leading from Mount Herman Road should

be widened and paved to take care of anticipated needs. Highway planning in this vicinity should include a network giving all possible accessibility. If freight transportation by air develops, another factor enters the picture which requires the exercise of proper foresight.

(7) Eastern Shore Highway. The State Roads Commission of Maryland have developed plans for an Eastern Shore Highway entering Salisbury near the Northerly corporate limits and, possibly, near an existing city street South of the North Division over-pass bridge. This project is of utmost importance to the city and county authorities and it is suggested that an examination of the route, as proposed by the State Roads Commission, be made. This route would naturally aid in the further development of the city and county and it is imperative that the location of this entrance to Salisbury be given serious consideration.

(8) Dual Highway to Ocean City. For the past several years, need of a dual highway connecting the Eastern Shore Highway from Salisbury to Ocean City has been apparent. Ocean City, as Maryland's only seashore resort, attracts thousands of visitors annually. The congestion on the present single lane road has been tremendous and serious accidents have occurred. The dual roadway, as proposed, would not only benefit Ocean City, but Salisbury and Wicomico County.

(9) Dual Highway to Delmar. The State of Delaware has considered the construction of a dual highway on Route 13, from Dover to Delmar. Undoubtedly, the Maryland State Roads Commission is considering the construction of a connecting link between Delmar and Salisbury. Every effort should be made to insure

the completion of the dual roadway to Salisbury.

G. Salisbury Airport. The Salisbury Airport is rated as Class IV, contains three runways and a network of taxi-ways. Field drainage installations are complete in every respect. In order to develop the full potentialities, it is suggested that consideration be given to an administration building and hangers. Many cities have been able to negotiate contracts with air transportation companies for landing privileges and general concessions which have practically covered maintenance cost of the buildings and grounds. The facilities and the size of this airport should prove attractive as a passenger and freight depot.

H. Public Parking Lot. Upon reviewing pre-war traffic conditions in this locality, the lack of available parking facilities added to the traffic congestion, particularly due to narrow streets in the business districts. This, undoubtedly, had some effect upon the business activities in the Community. It is suggested that consideration be given to a public parking lot, centrally located, to assist in relieving traffic congestion, which will surely be a post-war problem.

I. Garbage Incineration Plant. At the present time all garbage, trash and refuse is disposed of in the central portion of Salisbury at a location commonly known as "Cranberry Bog". The smoke and odor nuisance arising from this operation is predominant throughout the City depending on the prevailing winds. The erection of a garbage disposal plant would eliminate such a nuisance which is detrimental to public health, notwithstanding the unsightliness.

J. Sewage Treatment Plant. There are twelve sewage outlets discharging into the Wicomico River in the central portion of the City. This method of disposal is very unsatisfactory. During the summer months, objectionable conditions frequently arise which cannot be overcome by the present disposal methods. Fortunately, two trunk sewers convey approximately 70 per cent of the sewage discharged at two locations. One of these locations is at Isabella Street Dam, and the other is in the vicinity of the Woodcock property located on River Road. Tentative plans call for the construction of a trunk sewer on Delaware Street conveying the sewage to a point on the Wicomico River opposite the Camden Section outlet. Through the medium of a pumping station and a submarine line, sewage may be transferred to one common point on the West bank of the Wicomico River. At this location, a treatment plant could be erected. It would also be well to consider the erection of an incineration plant at the same location because it would be possible to not only economize in operating cost, but in the initial construction cost as well. The various pumping stations required in the low level sections of the City, together with force mains, could be constructed in units. It would not be necessary to complete all of this work at one time. Sound engineering design makes it possible to consider the construction in a series of units.

K. Public Sanitation.

(1) Sanitary Sewer Extensions. The development of property for business and residential purposes will be resumed after the War. Past experience indicates that the continual issuance of bonds were necessary in order to keep pace with recent building programs. The establishment of this method would not prove satis-

factory because of the continuous debt charges assumed by the taxpayers. It is well to consider a plan making direct appropriations for limited extensions, or to utilize an assessment method for a portion of the construction cost.

(2) Storm Water Drainage. As streets are developed it is necessary to provide adequate drainage facilities. It is suggested that a general design be made showing storm water drainage requirements in those sections of the city that do not have these facilities. Streets should not be paved prior to the installation of drainage structures where they are needed. A financial plan covering the construction cost should be made available at the earliest practicable date.

(3) Waterworks System. The present waterworks system consists of seven supply wells, elevated storage tanks, pumping plant and equipment, and serves practically the entire population of the city through the medium of 45 miles of cast iron distribution mains and approximately 3400 service connections. 350 hydrants are available for fire protection purposes. Business and commercial accounts, including a few apartments, are metered which represents 12 per cent of the total number of water services. The average per capita daily consumption for the year 1942 amounted to approximately 120 gallons. In the summer months, the per capita varies from 150 to 350 gallons per person per day. This huge increase is due, primarily, to lawn sprinkling. Studies should be made along the lines of increasing the supply, elimination of dead-end mains, additional elevated storage facilities, and 100 per cent metering.

L. <u>City Garage</u>. At the present time, the City does not have adequate facilities for the storage of vehicular equipment and

rolling stock used in connection with the maintenance of streets, and water and sewerage systems. Due to lack of space, it is necessary that employees keep at their respective homes, the trucks and equipment which they use during the day. Storage space, also being limited, means that materials and equipment have to be kept at other locations. It is suggested that consideration be given to the erection of a city garage at Willow Street Storage Yard where sufficient space is available to house all of the city's equipment and materials. Tentative plans for a city garage (250,000 cubic feet) have been prepared. A concentration of equipment and facilities in this central location should save in overhead expense and improve the efficiency of the various operations.

M. Deferred Equipment Replacements. In the various municipal operations, several units of trucks and miscellaneous equipment have been purchased over a period of years. While every effort has been made to maintain this equipment in first class condition, the remaining useful life of various units is limited to a few years. It is suggested, therefore, that all unexpended balances in the respective city departments be placed in a reserve fund for necessary replacements after the war. House Bill 808, Chapter 686, enacted by the recent Legislature, authorizes governing bodies of municipalities to establish and utilize funds for deferred maintenance and equipment replacements. The Act further permits the investment in Federal or State securities with the power to sell when funds are needed for actual expenditures.

N. House Numbering & Street Name Signs. A complete study of existing house numbering should be made with the idea in mind of devising a system for proper numbering in each block so as

to eliminate the present duplications and inconsistencies. This project has been previously endorsed by postal authorities and various civic organizations. A plan for the erection of additional street name signs, over a limited period of years, should be carried out in order to remove the present difficulty in locating streets.

O. Property Maps. In 1933, work was begun on property maps for the City of Salisbury, but, due to lack of appropriations, the project was not finished. The completion of these maps would enable the city to have a record of all real estate within the corporate limits. The maps would show all lots, dwellings, widths and names of streets. A map number, block and lot number would be assigned for identification. The maps, in conjunction with a card index system, would assist in the transferring of property and would enable the tax collector to adopt a system whereby it would be impossible to overlook any taxable property in the city limits. The maps and cards would be invaluable as a source of public information, notwithstanding the fact that studies of house numbering and street openings and widenings would be undertaken on such a basis that would insure improved planning.

P. Codification of City Ordinances. The codification of the city ordinances would give a legal directory of all the laws and ordinances passed by the Mayor and Council since its incorporation. Several of the existing ordinances appear to be contradictory and contain several inconsistencies. Many laws have become obsolete through the economic and social changes which have occurred, particularly, during the last 20 years. These records will especially

benefit the Legal, Police and Tax Departments of the City.

CONCLUSION

A review of the Post-War and Long Range Planning Program noted in this report indicates that the proposed improvements may be divided into groups. For purposes of study certain groups may be classified as IMMEDIATE, POST-WAR, and LONG RANGE. Technical phases of the program have been purposely omitted pending full discussion on economic, legislative and social needs of the Community. Preliminary surveys, tentative cost estimates, and the preparation of a financial plan, should be developed.

Respectfully submitted,

Clarke Gardner

City Engineer.

CG vg

Minutes

June 9, 1943

Securities Exchange Commission
Penn Athletic Building
Philadelphia, Pennsylvania

Gentlemen:

On May 19th the Mayor and Council of Salisbury requested you to withhold the final ratification of the proposed sale of the Western Shore Public Service Company to the United Gas Improvement Company in order that the City would have sufficient time to discuss the proposed changes, if any, with the U.G.I. officials.

Since the Mayor and Council have met with the U.G.I. officials and have received satisfactory assurance that the home office will not be moved from Salisbury and that there will be no changes detrimental to the City's interests, the Mayor and Council now advise you that they withdraw their request for a stay in the ratification of the proposed sale.

Yours very truly,

MAYOR AND COUNCIL

Wade H. Insley, Jr.
Clerk of Salisbury

WHI/MR

CITY HALL - SALISBURY, MARYLAND - JUNE 14, 1943

The Mayor and Council of Salisbury met in regular session at the City Hall, Monday evening, June 14, at 7:30 with the following members present: Mayor I. Virgil Hitchens, President of Council W. T. Gardner, Councilmen Claude E. Russell, John G. Howie, Albin A. Hayman with Councilman Clifford H. Duffy absent.

1. The minutes of the meeting of June 7, 1943 were read and approved upon a motion offered by Councilman Hayman, seconded by Councilman Russell and duly passed.

   The minutes of the special meeting of June 10 were read and also approved upon a motion offered by Councilman Hayman, seconded by Councilman Russell and duly passed.

2. Mrs. Ernest Townsend came before the Mayor and Council and advised them that her tenant, Mr. W. A. Miles, residing on Light and Maryland Avenue, was complaining about the chickens their neighbor, Mr. Walter Shockley, was keeping in his yard and further advised the Council that they were a nuisance and unsanitary and asked the Council to take some step to remedy the situation.

   The Mayor and Council advised her they would look into the matter to see what could be done.

3. Chief Chatham presented his monthly parking violations report for the month of May together with his weekly log for the week ending June 13. Both were ordered accepted and filed upon a motion offered by Councilman Hayman, seconded by Councilman Howie and duly passed.

4. The Harbor Master made a short report on his activities.

5. The Building Inspector reported that he had also received complaints from Mrs. Townsend about the chickens.

6. The City Solicitor informed the Council that he found no ordinance which would compel Mr. William James McGrath to procure a license for the operation of a ball game stand on Lake Street. The Mayor and Council thereupon referred the entire matter to the Chief of Police to handle as he saw fit.

7. The City Solicitor informed the Council that an ordinance recently enacted directing that a sidewalk be placed on West Philadelphia Avenue was still valid and required only that the property owner be notified.

   Councilman Hayman offered a motion which was seconded by Councilman Howie directing that a notice be given the following to replace the sidewalk on the south side of West Philadelphia Avenue within thirty days from receipt of notice:

   Lulu & Marshall S. Wilson.

8. Councilman Howie offered a motion which was seconded by Councilman Hayman and duly passed directing the Clerk to write the State Department of Health to request they make an investigation of the condition described by Mrs. Townsend in the earlier part of the evening.

9. The Mayor and Council received a telegram from Congressman David J. Ward to advise them as follows:

> Airport contracts let N Preina and Son Framingham, Mass. grading and drainage 296,330 dollars. Atlantic Bithulithic Co. Washington, D. C. 573,950 dollars paving.

10. The City Engineer presented a letter giving information on two methods of charges for street repair work. Councilman Howie offered a motion which was seconded by Councilman Hayman and duly passed to approve the use of a unit price system as presented in the letter for billing current street improvement work.

11. The Mayor and Council received a letter from Waller Paving Company requesting adjustment in their water service charges due to a leak on thispproperty. Councilman Howie offered a motion which was seconded by Councilman Hayman and duly passed to authorize an adjustment in accord with the recent practices.

12. Councilman Hayman offered a motion which was seconded by Councilman Howie and duly passed authorizing the reinactment with amendments of ordinance No. 490 to provide for the method of adjustments of water bills. The Solicitor was at the same time authorized to do the necessary work.

13. The City Engineer presented an estimate from C. F. Tull for repairing the roof of the engineering Department station wagon for the sum of $30.00. Councilman Howie offered a motion which was seconded by Councilman Hayman to authorize the work done by C. F. Tull.

14. The City Engineer presented civilian defense bills in the amount of $140.03 and reported insufficient money in the Civilian Defense account to provide for their payment. Councilman Russell offered a motion which was seconded by Councilman Hayman to authorize a voucher be drawn in the amount of $200.00 for the City's one-half share of the bills.

15. Mr. Fred A. Grier, Jr., Chairman of the Civil Service Commission came before the Mayor and Council with the Commission's classifications of the Police Department and requested them to be put into an ordinance if it met with the City's approval.

Mr. Grier was informed the Council would take the matter under consideration for future action, and it was delivered to the Mayor for his review.

16. The Mayor and Council received a letter from Fred W. & Harriet J. Sahler asking for a refund on their 1942 tax bill in the amount of $5.70 since the new assessment brought light the fact that they had been formerly assessed for a house on their lot which no longer existed and which had been gone for several years.

    The Mayor and Council approved their request and authorized a voucher be drawn.

17. The Mayor and Council received a report from Mr. John W. Downing, Treasurer, Chairman Financial Committee of Civilian Defense, in which he reported a bank balance as of June 1, $26.90.

18. The City Treasurer presented the financial statement of the General Fund for the month of May 1943.

19. The City Treasurer informed the Council that the firm of F. W. Lafrentz had drawn his attention to a duplicate payment by Mrs. Addie T. Derrickson for curb and gutter work on her property in the amount of $18.75 under dates of October 9, 1941 and June 4, 1942.

    The Mayor and Council, upon a motion duly made and passed, authorized the City Treasurer to draw a voucher in her favor from the Street Improvement Fund.

20. The Mayor and Council received a report of the Wicomico County Health Department for the year 1942 and ordered it accepted and added to the minutes.

21. The City Treasurer informed the Council that Mr. Briel of F. W. Lafrentz & Company, the City's auditors, had advised him that there should be transferred $27.50 from the Bond & Coupon Account at the County Trust Company to the Bond & Coupon Account at the Farmers and Merchants Bank in order to provide for outstanding bond coupons payable to the Farmers and Merchants Bank. The Mayor and Council, upon a motion duly made and passed, approved and authorized the transfer.

22. The Mayor and Council received an unsigned letter from the Salisbury Fire Department advising them that they would not accept Vouchers No. 19964 and 19965 in the amounts of $1,158.33 and $540.67.

    The letter was ordered attached to the minutes and held for future consideration.

23. The Mayor and Council received a letter from Larmar Corporation asking for a reply to their letter of May 10 in reference to fixing certain streets leading into their Cranberry Bog property. The Mayor and Council authorized the City Solicitor to reply to the letter.

24. The Mayor and Council received a letter from the Civil Service Commission approving the temporary employment of Zeddick Long.

25. The City Treasurer informed the Council that William Larmore, a Park Guard, had appeared on the payroll for the first time this week.

Councilman Howie offered a motion which was seconded by Councilman Hayman and duly passed approving his employment at the rate of $21.00 per week and authorized payment for the amount dur him.

26. The City Treasurer authorized the Council that Mr. Avery Bowden's name appeared on the payroll as sick and was paid for a second week on sick leave. The Mayor and Council approved.

27. Mr. R. R. Purnell forwarded a request to the Mayor and Council for the printing of two signs, one for the City Park and one for Johnson's Pond containing the following information:

> Lifeguard hours 10:30 A.M. to 5:30 P.M. and not responsible after or before these hours.

The Mayor and Council instructed the City Clerk to advise Mr. Purnell they would be unable to furnish these signs.

28. The Chief of the Fire Department forwarded the information that Mr. Isaac Messick advised him that he would be unable to serve as custodian of Fire Department #2 in the absence of the regular man who was on vacation. The Chief requested authority to hire as a substitute Mr. Enock Bounds for the week as a substitute or anyother person that the Council might designate.

Councilman Russell offered a motion which was seconded by Councilman Howie authorizing the employment of Mr. Bounds at the regular salary.

29. Vouchers No. 19964 to 20008 inclusive were read, approved and authorized signed upon a motion offered by Councilman Hayman, seconded by Councilman Russell and duly passed.

The meeting adjourned at 9:45.

APPROVED:

June 21, 1943
Date

W. S. Gardner
President of Council

Wade H. Dooley
Clerk

City of Salisbury

MARYLAND

DEPARTMENT OF PUBLIC WORKS
CLARKE GARDNER
CITY ENGINEER

June 14, 1943

E-2

The Mayor and Council of Salisbury
Salisbury, Maryland

Gentlemen:

In response to your request of June 7 for a schedule of paving charges applicable to the Water Department, I wish to submit the following information for your consideration:

In the construction and maintenance of water mains, services and appurtenances, it is necessary to excavate in paved streets from time to time. The actual replacement is done by the Street Department and charges are not necessarily made against the Water Department.

There are two methods that could be used as a basis for charges. The first method would involve the measuring and weighing of all materials keeping an accurate cost of payroll and equipment, and add a fixed percentage for overhead. This method is known as "cost-plus" and will vary considerably with each street patching operation depending upon the volume of work done. The second method involves the application of unit prices which will represent an average cost. This is a simpler method.

The second method, using unit prices, should be revised according to market prices of labor and materials. Based upon present prices, the following schedule is submitted:

2" Asphalt Patch	@	$1.00 per sq.yd.
6" Class A Concrete Non-reinforced	@	$2.50 per sq.yd.
6" Plain Concrete Base with 2" Asphalt Top ..	@	$3.50 per sq.yd.
Brick over 6" Plain Concrete Base	@	$7.00 per sq.yd.

Respectfully submitted,

Clarke Gardner

CG vg

City Engineer

REPORT OF THE WICOMICO COUNTY HEALTH DEPARTMENT

FOR THE YEAR 1942

SECTION I. Vital Statistics

A. Population: The estimated population, as of July 1, 1942, was white 27,612 and colored 7,661, making a total of 35,273. This, of course, includes a few thousand men and women who are now in the armed forces and many others who, while they consider Wicomico County their home, are temporarily away at defense work.

B. Births: There were 630 births, 464 white and 166 colored. This represents an increase in white births and a decrease in colored births. The 464 white births are the highest number we have had for the last 10 years or longer. This gives us a birth rate of 16.8 white, 22.0 colored and 17.8 for the total. The white rate increased 0.5 and the colored rate decreased 2.0 from 1941.

C. Deaths: There were a total of 473 deaths of residents of Wicomico County in 1942. Several of these deaths occurred in hospitals in the large cities but are charged back to the place of residence just as the people from outside this county, who die here, are charged back to the county they came from. Of the 473 deaths 350 were white and 123 were colored, giving us a death rate of 12.6 for white, 16.2 for colored and 13.4 for the total.

The ten most frequent causes of death are listed in the order of their frequency.

1. Heart Disease	112	6. Accidents other than auto	24
2. Nephritis	67	7. Pneumonia	21
3. Cerebral Hemorrhage	51	8. Early Infant Deaths	21
4. Cancer	37	9. Diabetes	19
5. Tuberculosis	36	10. Automobile Accidents	16

(a) The first three causes, Heart Disease, Nephritis, and Cerebral Hemorrhage are all part of the same wearing out process and have causes which may have begun many years before actual death occurred. Most of these deaths were in people over 65 but there are far too many between 45 and 65 from these causes. It means that the middle aged person is not paying enough attention to his vital machinery, therefore, one of the parts of his life mechanism wears out and results in death. Periodic physical examinations, care of the diet, and prompt removal of infections, such as abscessed teeth, will go far to increase the length of life in the middle aged group.

(b) Cancer probably could be decreased if people were more willing to be examined and would go for an examination the first time any suspicion was aroused. There is much that can be done for cancer if only the case is discovered early.

(c) Tuberculosis, with 36 deaths, shows a decline over a period of years but not in proportion to the amount of work done toward its control.

(d) Other accidents, exclusive of auto, caused 24 deaths. Many do not realize the number of death traps that we have in our homes until we look over the death certificates. Many people have accidents at home that are the result of carelessness.

(e) Pneumonia caused 21 deaths in spite of the good results of treatment with Sulfathiazole. Most of these deaths were due to either a virus pneumonia which the Sulfa drugs do not seem to help, to pneumonia occurring in the very old or as a complication of some other disease or condition.

(f) The diseases of early infancy caused 21 deaths. Many of these were due to congenital malformations which made it impossible for the child to live but the greatest number were due to premature births. Our next great improvement in the death rate should be in this field. Better prenatal care of the mother and better facilities for the care of the premature infants

will do much to save a lot of these little babies that come into the world before they are large or strong enough to survive.

(g) Diabetes caused 19 deaths. Since the discovery of insulin, this disease has become controllable but many persons still are unable to carry out the strict diet restrictions and medication necessary to life with this disease.

(h) Automobile accidents caused 16 deaths. With the restriction of automobile travel and speed, this number should be markedly decreased.

	Age at Death								
	0-4	5-14	15-24	25-34	35-44	45-54	55-64	65-Up	Total
W.	35	1	10	7	21	16	56	204	350
C.	20	4	9	15	12	15	18	28	123
T.	55	5	19	22	33	31	74	232	473

As is to be expected, the greatest number of deaths occur at the two extremes of life, under one year and over 65. Over half of the white deaths are over 65 and very few deaths occur between the ages of 5 and 35. This lack of deaths in the younger age groups has been brought about largely by the control of infectious diseases such as Diphtheria, Typhoid Fever, Pneumonia and Tuberculosis. One of the reasons why the colored deaths are proportionately higher in the lower age groups is the still high prevalence of Tuberculosis.

SECTION II. Contagious Diseases

A. Typhoid Fever: There were 5 cases of typhoid fever in Wicomico County during the year, 3 white and 2 colored. Two of the white cases were traced to a common source which was a carrier working in the home. All of the cases were widely separated, one from Salisbury, one from Mt. Herman, two from Clara and one from Fruitland and all recovered. This gives us a case rate of 14 per 166,000 population and a death rate of 0. The wide distribution of these cases shows us the need for immunization of people and proves to us

that there are still many carriers of typhoid among us. There are many factors that have influenced the typhoid rate in this county and have brought it down from an average of 45 cases a year to the present level. The outstanding among these factors are the early immunization campaign put on by the Medical Society, the improvement in sanitation by the building of sanitary toilets in the rural sections and connections to the city water and sewer in the towns, the improvement in the milk supply and its constant supervision by the Health Department. These and many other factors have aided in the reduction of typhoid to its present low level. However, we can, this year, expect a few cases among those people who neglect to take the necessary precautions by not being immunized and not being careful of what they eat and drink.

B. Measles: There were only two cases of measles reported in 1942 due to the fact that we had an epidemic the year before and most of the population are immune as a result of this epidemic.

C. Scarlet Fever: We have fewer cases of scarlet fever this year than last probably due to the difficulty in transportation as fewer people were able to visit from the cities to the Shore during the Thanksgiving and Christmas holidays and fewer people were able to visit the cities from the Shore These two holiday seasons have always netted us several cases of scarlet fever which is largely spread by school children visiting in other school districts and bringing the disease back to their school.

D. Whooping Cough: This is one of our worst remaining childhood type diseases which is still prevalent although there is now a vaccine available for the prevention of whooping cough and many physicians are prescribing this for their patients. However, there have not been sufficient children immunized to make a dent in the disease yet there is a noticeable falling off of whooping cough. There were 24 cases of this disease reported in 1942 although this reports a very small proportion of the cases that occur due to the fact

that a great many mild cases are not attended by a physician.

E. Diphtheria: This is one disease that the medical profession has the implements to control. We have a preventive that is nearly 100% sure. We also have a cure that is very good and is successful in nearly every case if given early in the disease. One case of diphtheria occurred in the county in 1942 and this case recovered without any ill effects. It represents a failure on the part of the parent to anticipate the disease and prevent it by giving the child the necessary immunization. We can probably never expect to completely eradicate diphtheria as there will always be a few people who will oppose immunization on some unsound grounds or just from carelessness will neglect to have their children immunized until it is too late.

F. Pneumonia: There were 21 deaths reported from pneumonia in 1942 which gives us a death rate of 40 per 100,000 population. Practically all of these were treated with Sulfa drugs except those who were definitely known to be virus, against which we have no drug which has a specific effect. It seems that now that we have the Sulfa drugs, which have a very beneficial effect on the pneumococcic infections, there has been an increase in the virus pneumonia against which we have no drugs. Practically all cases of pneumococcic pneumonia, who call a physician early in the disease and have the drug administered, recover quickly. However, there are a few cases that, due to age or other complications, do not have a fair chance and, of course, succumb.

SECTION III. Tuberculosis

While there has been an active program for the control of tuberculosis for many years in this county, tuberculosis is still one of the major causes of death and one of the greatest problems in the control of a serious disease. There were 23 white deaths and 13 colored deaths in 1942 from this disease, making a total of 36 deaths from tuberculosis

and giving us a rate of 84 per 100,000 population. This rate is much higher than it should be and remains high largely due to the fact that a great many older people in the county, who were infected years ago, are dying from tuberculosis. One of the greater functions of the Health Department is to discover new cases that are arising as a result of contact and getting them under treatment early enough to bring about a cure. To do this requires quite a lot of educational work and strict cooperation with the family physician who is often the first person to detect or suspect tuberculosis. In this cooperative program for the early diagnosis of tuberculosis, physicians send patients to the Health Department for x-rays. 860 x-rays were taken during the year, 153 patients received physical examinations in the clinic, 583 field visits were made and 420 tuberculin tests were done. This represents a large volume of public health work on the part of the public health nurses and health officer. By this method, 83 new cases of tuberculosis were discovered. The vast majority of these cases are admitted to the sanatorium in a short period, usually not more than two weeks after being reported. This is a good system and requires complete cooperation all along with the patient, physician, sanatorium and Health Department.

In 1942, there were 98 patients from Wicomico County admitted to the various sanatoria in the state. 21 of these patients died during the year, 42 were discharged and 35 remained in the sanatoria at the end of the year. These patients used up 13,968 patient days in the various sanatoria, making an average daily attendance of 38 patients from Wicomico County in the sanatoria and each patient averaging 42 days stay in the institutions. Of course, some of these patients only stayed a few days while others stayed a much longer period of time.

SECTION IV. Venereal Diseases

The two chief venereal diseases, syphilis and gonorrhea, probably cause

more crippling than any major disease we have to deal with. Due to the fact that they are contracted under secrecy, it is very difficult to get the cases under treatment before they have had time to pass it on to some other individual. With the onset of the war and the upset of lives in general, due to the war, and a large number of soldiers coming to town, venereal diseases have increased. A large part of this increase has been due to the finding of old cases by the selective service examination but many new cases have been found as a result of the general relaxation of our moral codes. Quite a number of young women are now under treatment which would not have been the case a few years ago. Syphilis, among the white population of Wicomico County has increased from 58 new cases in 1940 to 126 new cases in 1942 while in the colored race the increase was from 285 in 1940 to 325 in 1942, making a total of 451 cases reported in 1942. To combat this condition, venereal disease clinics are held at frequent and convenient intervals in the Health Department. Contacts are diligently sought for and examined and kept under treatment by follow-up visits when necessary. The public clinic had 11,537 visits for treatment or diagnosis during 1942 which is nearly 1,000 treatments each month and we constantly have on our list, under treatment, more than 300 patients at all times; in spite of the fact that many people have left the county for defense work in cities and have been transferred to cities for further treatment. The venereal disease problem is one which requires, in addition to Health Department facilities for early diagnosis and treatment, some community recognition of the problem and some community effort to place recreational facilities available to the younger people of the community so they will have ample opportunity to expend their excess energy in healthful recreation rather than seek an outlet for these energies in honky-tonk and beer saloons.

SECTION V. Maternal Hygiene

There were 464 white live births, 166 colored live births, 14 white stillbirths and 10 colored stillbirths, giving us a stillbirth rate of 30 for white, 60 for colored and a total of 38. There were two maternal deaths in the county. Both of them were complicated cases, one having a large tumor in addition to pregnancy and the other toxemia. Both of these cases were hospitalized before the onset of labor and both were colored. Maternal deaths are much lower in the county than they formerly were but two are still too many. The vast majority of maternal deaths can be avoided with good prenatal care and hospital deliveries for those who are expecting to have difficult labors. Due to the shortage of physicians, a large number of women necessarily have to be delivered by midwives and in order for these women to have good prenatal care, the Health Department operates a prenatal clinic and supervises the midwives. All cases that the midwives deliver are examined at the clinic and a decision is made as to whether or not the case is a suitable case for the midwife to deliver. If not a suitable case, arrangements are made for hospitalization for delivery. By this method and with the very good cooperation with the hospital and physicians, the death rate, among the poorer people of the county, has materially lessened and they have been able to get good obstetrical service. Following the delivery, the patients are asked to return to the clinic for postpartum examination to see if the organs have returned to normal. 208 patients were carried by our prenatal clinic during 1942. A copy of the report of the clinic follows:

Referred by		How Pregnancy Terminated	
Doctor	19	Therapeutic Abortion	1
Nurse	37	Complete abortion	7
Self	114	Section	11
Welfare	3	Forceps (low) Hospital	4
Midwives	16	Spontaneous breech (home)	3
Friend	19	Spontaneous vertex	176
	208	Moved away	6
			208

Parity	
Primipara	63
Multipara	145
	208

Color	
White	77
Colored	131
	208

Months Admitted	
1st	4
2nd	18
3rd	29
4th	16
5th	35
6th	37
7th	33
8th	36
	208

S. T. S.	
Negative	151
Positive	57
	208

Type of Pelvis	
Normal	203
Contracted	5
	208

Consultant examined	36
Complete dental care on	65
Partial dental care on	52

Result to Babies	
Non-viable	9
Stillbirth antepartum	6
Stillbirth interpartum	2
Neo-natal death	2
Death before 24 hours	1
Mother died before delivery	1
Moved away	6
Discharged living	182

The 2 neo-natal deaths and the 1 death before 24 hours died from congenital hearts.

There were two maternal deaths:

Annie Johnson	Johns Hopkins Hospital	B. Welchi Endometritis
Alice Brewington	Peninsula General Hospital	Toxemia

Antepartum Complications	
Anemia	139
Toxemia	9
Large amount of sugar in urine	1
Tumor	1
Twins	1
Bleeding	2
Deformed hip	1

Complications of Labor	
Postpartum hemorrhage	7
Uterine inertia	11
Prolonged labor	2
Multiple pregnancy	1
Prolapse cord	1
Retained placenta	2
1st degree laceration	20
2nd degree laceration	2
3rd degree laceration	1

Complications of the Puerperium	
Suinvolution	10
Retroversion of the uterus	25
Miliary tuberculosis	1
Fever undiagnosed	5
Eroded cervices	28
Anemia of the 107 P.P. exam.	37

When Pregnancy Terminated	
Early Abortion	5
Late Abortion	4
Premature	23
Term	168
Mother died before delivery	1
Moved away before delivery	6
Stillbirth	8
Postpartums examined	107

SECTION VI. Infant and Preschool Hygiene

The 630 births in 1942 were just 1 less than in 1941. However, they represent a difference in the white and colored births as the white birth rate increased 0.5 and the colored decreased 2.0. There were 40 infant deaths, 24 white and 16 colored, giving us a rate of 52 for the white, 98 for the colored and 63 for the total. This rate compares favorably with the rest of the state. A large percentage of deaths in infants occur within the first day. There were 11 deaths the first day, 17 the first week and 22 the first month; thus, more than half of the deaths of infants occurred during the first month and more than ½ of the total occurred during the first day. A great many of these could be saved with better prenatal care. There is still much to be learned about the care of infants who are born prematurely and the next great saving in lives will come in this field. At the present time, a fairly high percentage of infants are born prematurely and have a very difficult time adjusting themselves and these are the ones that usually succumb in the first day. A better understanding of maternity care and the development of the infant in utero, with better methods for prenatal care, will undoubtedly bring many of these babies into maturity before delivery and this should be the aim of the public health departments and the physicians doing obstetrics. Also, when the infant is born, the availability of incubators properly constructed and properly managed, the availability of mother's milk, vitamins, etc., will help to keep some of them alive and permit them to develop into healthy children.

The preschool group, ages 1 to 5 inclusive, are the ages in which children are exposed to a great many infectious and contagious diseases and the deaths in this period are largely due to these causes. However, this is the period with a very low death rate. There were 15 deaths in this period, the majority of which occurred between one and two years of age.

The respiratory diseases, such as whooping cough and pneumonia, account for several of them and the intestinal diseases, such as diarrhea and enteritis, account for the remainder. With the increase in general sanitation and available hospital facilities, for the care of infants with diarrhea, the large number of deaths, which formerly occurred from this cause, have been noticeably reduced and the deaths that occurred from scarlet fever and diphtheria have been almost eliminated. Five deaths were recorded in the school age group. These were largely due to accidents and infectious diseases. The prevalent use of the Sulfa drugs has materially aided in cutting down the deaths in this age group as it has in the older age group. While children at school age have more of the diseases, such as mumps, whooping cough, chickenpox, measles and scarlet fever, they are usually strong and healthy enough to develop an immunity to these diseases and recover promptly so that very few deaths occur in this age group. The prevention of diphtheria has eliminated what formerly was a frequent cause of death among this group.

SECTION VII. General Sanitation

A. Community water supplies and sewer systems: There are, in the county, three towns with municipal water and sewage systems. A survey discloses that the percentage of connections to these systems, in relation to the population, is very good. Both sewage and water systems are inspected and approved by the Health Department. One town i.e. Hebron, with a population of 804, has a municipal water system for fire protection only.

Communities	Population	% Population served by Water Supply	% Population Served by Sewer System
Salisbury	13,313	97%	85%
Delmar	1,084	90%	70%
Sharptown	653	70%	65%

B. Status of Public Water Supplies and Excreta Disposal Facilities: Of a total of 5,218 pupils attending schools in the county, 3,506 pupils attend

10 schools which are connected to municipal water ans sewage systems while 1,712 pupils attending 20 schools in rural areas are served by pitcher pumps or electric pumping systems for water and U. S. P. H. S. Sanitary Privies or flush toilets with private disposal systems.

There are approximately 123 establishments serving food and drinks for consumption on the premises. Of this number, 103 have approved water facilities, there being no data available on the other 20. In the same manner, 78 of these establishments have flush toilets connected to a municipal sewage system, 3 have flush toilets with approved private disposal systems and 19 have approved sanitary privies.

Nine tourist camps are under the supervision of the Health Department, all of which have approved water supplies and 8 have either flush toilets with private disposal systems or sanitary privies.

C. Plumbing Code: The City of Salisbury has a plumbing code in force which covers all buildings within the corporate limits of Salisbury. It is not known whether or not this code meets the minimum requirements of the United States Department of Commerce.

SECTION VIII. Food Control

A. Laws: Food handling establishments are governed by a sanitary code which is county wide and a local ordinance which is in force for the city of Salisbury only.

B. Food handling establishments: With a total of 30 schools in the county, 13 are serving food to a total of 4,694 pupils. No inspections of these school cafeterias is made by the local Health Department and other than the fact that they have approved water and sewage facilities, no data is available. The city of Salisbury requires all eating and drinking establishments to be licensed. All food handling establishments, coming under this ordinance, must first be inspected and approved by the Health

Department before a license is granted. The following is a detailed report of food handling establishments inspected during 1942.

See Chart on Next Page

C. Food Handlers: There is an estimated 447 food handlers in the county. However, this number varies considerably because of a constant change in personnel and because establishments are closing and opening. There is no educational program set up specifically for food handlers nor are food handlers required to have a food handler's permit or card. Talks were given on food handling to about 50 people made up of groups of civilian defense workers, such as the canteen workers.

SECTION IX. Milk Control

A. General: There are approximately 889 dairy cows on 61 dairy farms directly under the supervision of the Wicomico County Health Department. This is not the total number of dairy cows or dairy farms in the county, in as much as there are quite a number of dairies producing milk for the Philadelphia milk shed. The area is accredited by the U. S. Bureau of Animal Industry as free from tuberculosis. There is a Bang's disease testing program carried on in the area cooperatively by state and federal authorities. No cases of any human diseases have been found to have been milk borne in the area during the past five years.

B. Bottled Milk: There is a total of approximately 6,177 quarts of milk bottled daily under health regulations in the county. Of this amount, 80.3% is pasteurized, 19.694% is raw bottled on the farm, and .006% is raw bottled at dealers.

	Total No.	Number Approved by Health Dept.	Approved Water Supply	Adequate Sanitary Toilets	Approved Hand Washing Facilities	Approved Refrigeration Facilities	Approved Source of Food	Approved Dish Washing Facilities	Number Serving Approved Past. Milk	Approved Handling Methods	Number With All Items 1-7 Satisfactory
Schools Serving Food	13	?	13	13	?	?	?	?	?	?	
Pupils in Such Schools	4694										
Camps Resorts	9	8	8	8	8	8	8	8	8	8	8
Restaurants	29	28	29	26	21	28	29	21	19	28	19
Taverns	24	19	24	21	13	15	24	14	2	20	2
Lunch Counters	50	43	48	41	32	46	48	33	37	49	32
Bakeries	1	1	1	1	1	1	1	1	1	1	1

C. Producer Farms:

Selling:	To Pasteurizing Plant	Raw Direct to Consumer	To Raw Dealer	To Processing Plant
1. Total	46	14	1	0
2. Health Department Approved	46	14	1	0
3. Approved water supply	46	14	1	0
4. Approved excreta disposal	46	14	1	0
5. Approved cooling facilities	46	14	1	0
6. Approved handling	46	14	1	0
7. All 3 to 7 inclusive approved	46	14	1	0

D. Milk Plants.	Pasteurization	Processing	Raw
1. Total	4	0	0
2. Health Department approved	4	0	0
3. Health Department approved water supply	4	0	0
4. Health Department approved toilet facilities	4	0	0
5. Requires Health Department approved producer farms	4	0	0
6. Bacterial test incoming milk	4	0	0
7. Indicating & Recording thermometers	4	0	0
8. Inlet & Outlet Protection valves	4	0	0
9. Vat and pocket covers	4	0	0
10. Enclosed coolers	4	0	0
11. Automatic bottle fillers & cappers	4	0	0
12. Satisfactory operation	4	0	0
13. Delivered milk meets lab. standards	4	0	0
14. All 3 to 13 inclusive approved	4	0	0

E. Supervision: The State Health Department is responsible for milk inspection in the area. A law was passed by the State Legislature in 1941 requiring the licensing of all milk dealers. This includes milk plants, dairies, grocery stores, drug stores and any other place handling milk for sale.

Salisbury - Water mains and appurtenances

2,265 lineal feet of 6 inch cast iron pipe
430 lineal feet of 8 inch cast iron pipe
1,420 lineal feet of 12 inch cast iron pipe
13 - 6 inch valves
6 - 8 inch valves
3 - 12 inch valves
15 fire hydrants

Cost----------$9,622.50

Sanitary sewers and appurtenances

1,738.5 lineal feet of 8 inch terra cotta pipe
331.6 lineal feet of 15 inch terra cotta pipe
838.3 lineal feet of 12 inch terra cotta pipe
Manholes included

Cost----------$9,357.45

Storm water drains and appurtenances

1,440 lineal feet of 12 inch concrete pipe
391 lineal feet of 15 inch concrete pipe
568 lineal feet of 18 inch concrete pipe
245 lineal feet of 21 inch concrete pipe
Manholes and catch basins included

Cost----------$6,541.00

Total valuation of water and sewerage construction-----$25,520.95

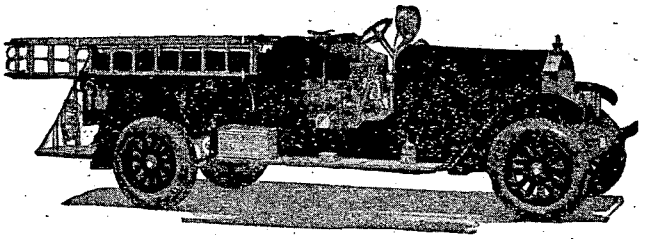
State institution - During the year 1942, one or more inspections were made of the Eastern Shore Tuberculosis Sanatorium at Salisbury. This institution was connected in with Salisbury city's water supply in 1939. This water supply is sampled and inspected periodically. The raw sewage from this institution is allowed to enter the Wicomico River without any treatment whatsoever. It is, therefore, strongly recommended that a complete and adequate sewage disposal system be constructed at the Eastern Shore Tuberculosis Sanatorium.

Schools - Among the schools at which one or more sanitary inspections have been made during the year 1942 are the Salisbury State Teachers College, Sharptown high school, Hebron high school, Mardela high school, Powellville grammar school, Nanticoke high school and Fruitland elementary school. During the years 1940 and 1941, practically all of the above schools mentioned had major water and sewerage improvements. Practically no new sanitary construction work, however, was accomplished at any of these schools during the year 1942. The writer has visited the superintendent of schools to discuss with him the sanitary conditions at these schools and to assist in any way possible relative to the sanitary conditions in each case.

SALISBURY FIRE DEPARTMENT, INC.

"A Volunteer Organization"

Headquarters Company
S. Division and Market Sts.



Company Number Two
Brown and Naylor Sts.

SALISBURY, MARYLAND

June 10, 1943

The Mayor and City Council
City of Salisbury

Gentlemen:

Enclosed herein find two checks and vouchers attached(#19964 and #19965) given to the president of No. 1 fire department by City Treasurer Wade Insley Jr. These checks represent the annual convention fund for both companies.

At a joint meeting of both companies,held at the department's headquarters tonight,it was decided by an unanimous vote to return the enclosed checks to the Mayor and Council.

Here are are reasons for returning the checks:

Several years ago we were promised by the Mayor and Council that we would be given $3,000 a year for a convention fund if we stopped holding carnivals and going directly to the public for financial support. We accepted the promise and discontinued our carnivals.

Last October we read in the paper that we would be cut $1,000 on our convention fund in the 1943 budget.A committee of firemen was appointed to meet with the Mayor and Council to find out the reasons for the reduction.

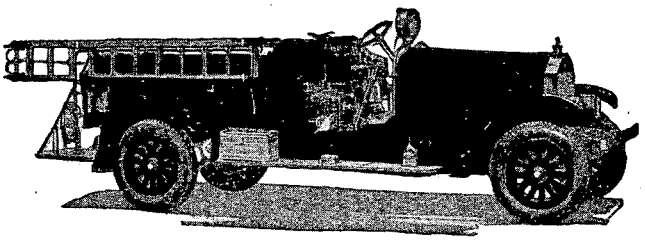
We were then informed by Mayor Hitchens that the city was heavily obligated because of the construction of the Salisbury Boulevard.The committee requested the Mayor and Council to come before the department at its next meeting to explain in detail why the cut was neccesary, which was promised by our mayor.

Meetings have been held twice a month from then until this date and the no one has appeared. The firemen's committee was notified to appear at a special meeting of the Mayor and Council to discuss the matter. On November 16, the date of this second meeting, we were notified by Council president W.T. Gardner that the city was obligated heavily toward the Salisbury-Wicomico County airport, and there was no way possible for us to get the whole $3,000 at that time.

SALISBURY FIRE DEPARTMENT, INC.

"A Volunteer Organization"

Headquarters Company
S. Division and Market Sts.



Company Number Two
Brown and Naylor Sts.

SALISBURY, MARYLAND

Records of the County Commissioners of Wicomico County show that $10,500 was appropriated to the city in a special grant. We understand that this sum with $2,500 in a special sinking fund of the city was used to liquidate the airport obligation of about $13,000.

We have further been penalized $301 for hospitalization insurance which the Mayor and Council promised a committee which met with them the first of March this year in reference to payment of part of the insurance premiums. This committee reported that this amount, they were told, would not be paid out of the convention fund. An article in the local paper the day following the meeting reported the hospitalization insurance payments would be made.

But the $301 as part payment of the insurance premiums was deducted from the convention fund, contrary to custom dating back to the department's purchase of the policies.

As non--paid public servants we feel that a complete and detailed explanation is due us in connection with our convention fund.

However, we still intend, regardless of the action of the Mayor and Council, to maintain in the future the same volunteer fire fighting record in Salisbury, Wicomico County and surrounding counties as in the past.

A copy of this letter has been turned over to a reporter for a local newspaper, since we feel the public is entitled to know our feelings in this matter.

Respectfully yours,

The Salisbury Fire Department Inc.

CITY HALL - SALISBURY, MARYLAND - JUNE 10, 1943

The Mayor and Council of Salisbury met in special session at the City Hall, Thursday, June 10, at 2:00 in order to consider the proposal of the Calvary Baptist Church for the sale of the Adkins' By Pass property.

1. The City Solicitor reviewed negotiations leading up to the present offer of the Calvary Baptist Tabernacle for the purchase of the Dale Adkins' property at $6750. After some discussion Councilman Russell offered a motion which was seconded by Councilman Hayman and duly passed to advise Rev. Doepp, Pastor Calvary Baptist Tabernacle that the City would consider accepting their offer of $6750. and would construct a sidewalk along the easterly property line of the property provided that their church would be willing to furnish the Mayor and Council of Salisbury a release from all claims or demands for commission due Mr. Lecates as alleged by his attorney.

   The following letter, a copy of which is attached to the minutes, was composed for forwarding to the Rev. Doepp, reread and authorized signed by the Mayor and Council upon a motion offered by Councilman Russell, seconded by Councilman Hayman and duly passed.

   The meeting adjourned at 2:40 P.M.

APPROVED:

_____
Date

W. J. Garvey
President of Council

_____
Clerk

June 10th, 1946.

Rev. Arthur J. Boeni, Pastor,
Calvary Baptist Tabernacle,
Salisbury, Maryland.

Dear Mr. Boeni:-

At a special meeting of the Mayor and Council of Salisbury held on June 10th, 1946, the offer made by your Church for the purchase of the Mt. Hermon property was considered.

The Mayor and Council of Salisbury directed me to notify you that they do not desire to enter a contract of employment, either express or implied, with Mr. Purnell E. Coates for the sale of this property. The statement made by Mr. Bacon, a member of your delegation, during one of your visits to the City Hall that "he will take care of Mr. Coates" left the Mayor and Council to believe that Mr. Coates was one of your group and interested, together with the other members of your Church, in the purchase of this property.

The City most certainly could not afford to sell this property at the price offered by you, if it were responsible for a commission upon the sale. Until the time that Mayor Parker, Esq., called our attorney and advised him that Mr. Coates intended to sue the City for a commission on the sale of this property to the Calvary Baptist Tabernacle, it was made, the Mayor and Council of Salisbury considered that it was dealing with the Calvary Baptist Tabernacle alone.

If your Church is willing to furnish the Mayor and Council of Salisbury a release from all claims or demands for commissions due Mr. Coates, as alleged by his attorney, the City will consider accepting your offer of Sixty-seven hundred fifty dollars ($6750.00) and construct a dirt road along the eastern property line of the property in question.

Very truly yours,

Isaac J. Insley, Jr.,
Clerk of Salisbury.

CITY HALL, SALISBURY, MARYLAND - JUNE 16, 1943

The Mayor and Council met in special session Wednesday evening, June 16 at 8:00 at the City Hall with the following members present: Mayor I. Virgil Hitchens, President of Council W. T. Gardner, Councilmen John G. Howie, Albin A. Hayman, Claude E. Russell with Councilman Clifford H. Duffy absent due to illness.

1. The Council met with Messrs. Briel & Ball of the F. W. Lafrentz Company in order to discuss a construction survey and other proposals offered by the firm of Whitman, Requardt and Smith. After a general discussion, Mr. Briel and Mr. Ball agreed to present recommendations together with an estimate of cost to the Mayor and Council in approximately 10 days.

2. The Council again considered the proposal to form a Planning Commission reporting the City's and County's interest in future planning and work.

   Upon a motion offered by Councilman Russell, seconded by Councilman Hayman and duly passed, the Clerk was instructed to contact the County Commissioners to see if a joint meeting could be arranged some time in the near future.

3. The Council authorized the City Engineer and the City Treasurer to prepare some notes or a memorandum supporting the justification of a $10,000 grant the County was making the City.

4. The Mayor and Council again considered the recent proposal on amending the office hours and the proposal for changing some salaries.

The meeting adjourned at 10:30 P.M.

APPROVED:

_____
Date

_____
President of Council

_____
Clerk

CITY HALL - SALISBURY, MARYLAND - JUNE 21, 1943

The Mayor and Council of Salisbury met in regular session at the City Hall, Monday evening, June 21, at 7:30 P.M. with the following members present: Mayor I. Virgil Hitchens, President of Council W. T. Gardner, Councilmen, Claude E. Russell, John G. Howie, Albin A. Hayman, and Clifford H. Duffy.

1. The minutes of June 14th were read and approved after amending Article 15 by adding at its end "and it was delivered to the Mayor for his review", upon a motion offered by Councilman Hayman and seconded by Councilman Russell, and duly passed.

2. Chief of Police Chatham presented his Consolidated Monthly Report and it was ordered accepted and filed.

   He also reported on the activities of the Naval Special Patrol in Salisbury.

3. Mr. Roland Prag reported talking with Larmar Corporation on the repair of their W. Main Street wharf property.

4. Building Inspector, Mr. Hastings, requested information in handling notices of weed cutting. He was instructed to advise the property owners, where necessary, to remove the weeds from their property.

5. City Solicitor presented a copy of a letter he had written to Mr. George P. Chandler of the Larmar Corp. relative to their recent request for the opening of part of their bog property. The letter was ordered attached to the minutes.

6. City Solicitor presented a letter addressed to Mr. and Mrs. Marshall Wilson, which was read before the Council, and ordered then to repair, re-lay, as may be necessary, the sidewalk in front of their properties binding on the Southeast side of W. Philadelphia Avenue between N. Division Street and Ferndale Road within thirty days after receipt of this notice. The letter was ordered approved and forwarded by the City Clerk.

7. City Solicitor presented a copy of a deed and easement to the Mayor and Council of Salisbury from Curtis W. Long and Mary Louise Long, making certain grants from his property at the corner of Arch and Oak Streets, containing, however, the following exemptions: "EXCEPTING, NEVERTHELESS, unto said grantors, their heirs and assigns, the right to retain that portion of the dwelling now constructed on the parcel of land herein conveyed and the continued use and occupancy thereof, so long as the present structure exists; it being expressly understood, however, that should said dwelling be removed from said land, either intentionally or accidentally, then said grantors, their heirs or assigns, shall forfeit and lose any and all rights to construct, reconstruct or maintain any structure or improvement upon the parcel of land hereby conveyed."

   Councilman Russell offered a motion which was seconded by Councilman Hayman to approve the acceptance of the deed and the exemptions and authorize payment of $350 to Mr. Curtis W. Long for the property and easement.

8. City Engineer asked the Mayor and Council if they desired to have him place a sidewalk along the by-pass side of the Dale Adkins property before the men were transferred from the wall job to other work. He explained further that they had sufficient stone or gravel on hand for the work and would be required to purchase only 70 bags of cement. Councilman Hayman offered a motion which was seconded by Councilman Howie authorizing the purchase of the cement and the completion of the sidewalk.

9. City Engineer presented a letter from Albert H. Wessell, District Airport Engineer, C. A. A., Pittsburgh, Pennsylvania.

   He requested information in connection with the clearing required to remove obstructions coming within the flight zone in order to make the field useable by the time the runway paving was completed.

10. The Mayor and Council received a letter from William P. Pope & Son in which they were advised that they had tried to provide for the removal of the sidewalk obstruction on their property but had yet been unable to secure anyone to do the work. They advised the Council that their efforts would be continued. The letter was authorized attached to the minutes.

11. City Engineer presented a letter addressed to the War Production Board, Power Branch, Washington, D. C. in which they requested permission to withdraw a quantity of material from inventory stock in order to make the water service connection for Harry and Edna Stewart, 104 Third St., Salisbury, Md.

    Councilman Russell offered a motion which was seconded by Councilman Hayman approving the forwarding of the request.

12. In response to an invitation forwarded to Mexican Petroleum Corp. and John R. Hitchens Co., Inc. to quote on three 10,000 gallons of RC-2 Asphalt delivered in tank cars with heater connections, or by truck, the following quotation was received:

    John R. Hitchens, Inc. - 3 deliveries of 10,000 gallons each of Asphalt, delivered by Tank Truck at your Mill Street Yard - we quote a price of $.10½ per gallon.

    Councilman Hayman offered a motion which was seconded by Councilman Russell authorizing the purchase of 30,000 gallons of Asphalt from John R. Hitchens, Inc., the lowest bidder. with the provision that the first $2000 part be charged against the budgeted account for Asphalt and the balance be paid from the Special Street Fund.

13. Purchase Order No. L-129, covering a quantity of repair parts for the motor grader, was presented by the City Engineer upon the request of Mr. R. Fulton Waller. Councilman Hayman offered a motion which was seconded by Councilman Russell authorizing the purchase of the material provided that Mr. Waller agreed, before the order was forwarded, to pay for the parts as provided for in his rental agreement.

14. Mayor and Council, upon a motion offered by Councilman Hayman and seconded by Councilman Howie, approved the purchase of a 1943 Municipal Year Book for $8.50, chargeable against the Tax Office.

15. City Engineer presented a Financial Report, City of Salisbury Water Department, covering the month of May 1943. It was ordered accepted and filed.

Superintendent of the Water Department recommended a transfer of $2960 from the Water Department's Operating Account to the Water Department Depreciation Reserve Account and recommended further that the Water Dept. Reserve Account purchase four Series F Government bonds for the sum of $2960. Councilman Hayman offered a motion which was seconded by Councilman Howie to adopt the recommendation and approve the transfer and the purchase of the bonds.

16. Dr. S. H. Hurdle, City Health Officer, came before the Mayor and Council and offered a written report of investigation made at the Shockley property on the corner of Light Street and Maryland Avenue, dated June 17, 1943, in which he said in part that the writer could see no cause for complaint about the chickens at this time.

The Mayor and Council, upon a motion offered by Councilman Hayman and seconded by Councilman Howie, ordered the letter become part of the minutes and directed the Clerk to prepare a copy and forward it to Mrs. Ernest Townsend.

17. City Engineer presented a request forwarded by Mr. Oscar Grier for the City to replace his glasses which were broken while wiring a conduit at the Municipal Park. The Council took no action on the case.

18. City Engineer presented a proposal to construct a 10 ft. roadway from the street to the pavilion in the park at the approximate cost of $125 in order to take care of deliveries to and from the concession. Councilman Howie offered a motion which was seconded by Councilman Duffy authorizing the construction of the roadway as outlined, to be paid from the Contingent Account of the General Fund.

19. Mayor and Council received a letter from Joseph B. Eastman, Director, Office of Defense Transporation, Washington, D. C. in which he thanked the City for the cooperation he had received in the elimination of waste resulting from unnecessary traffic signals and in which he forwarded a blank report on revision of traffic control practices which they would like to have filled in and returned.

Mayor and Council authorized it referred to the Traffic Commission for their handling.

20. After receipt of the letter from Joseph B. Eastman request-information on traffic lights, the Council again discussed the matter, and Councilman Duffy offered a motion which was seconded by Councilman Hayman to cut off all traffic lights, except those at Main and N. Division Streets and Main Street and the By-Pass and blinker lights, at 11:00 P.M. each night except Saturday and to turn them on each morning at 6:00 A.M. The motion provided that the same lights should be turned off Saturday nights at 12:00 P.M. to remain off until 6:00 A.M. Monday morning. The motion also provided that the traffic light at the entrance of Mill Street to Main Street should be permanently removed and a Stop sign erected in its place, and the police dept. to turn the lights on and off.

21. City Engineer presented S&LG Form C-304 (3-43) forwarded by the Director of the Census, Washington, D. C., in which was requested some information on revenues and expenditures of the City of Salisbury. Councilman Howie offered a motion which was seconded by Councilman Hayman authorizing City Treasurer to furnish the desired information.

22. Vouchers Nos. 20009 to 20047 inclusive were read, approved, and ordered signed upon a motion offered by Councilman Hayman and seconded by Councilman Russell and passed.

23. The Mayor and Council received a report prepared for the County Commissioners entitled "Partial Justification For Allocation of Funds By The County Commissioners To The Mayor And Council Of Salisbury, Maryland".

    Councilman Russell offered a motion which was seconded by Councilman Hayman approving it and ordering it forwarded to theCounty Commissioners.

24. Mayor and Council again discussed a proposal for a change in working hours in the City Hall for the summer months but authorized no change.

25. City Treasurer presented seven copies of the report of examination of the City of Salisbury for the year ending September 30, 1942 and prepared by F. W. LaFrentz & Company.

The meeting adjourned at 9:40.

APPROVED:

6/28/43
Date

W J Gordy
President of Council

Wade H Insley Jr.
Clerk

State of Maryland
Department of Health

TWENTY-FIRST SANITARY DISTRICT
WICOMICO COUNTY

DEPUTY STATE HEALTH OFFICER
AND COUNTY HEALTH OFFICER
SETH H. HURDLE, M.D.

STATE BOARD OF HEALTH
THOMAS S. CULLEN, M. D.
BENJAMIN C. PERRY, M. D.
MAURICE C. PINCOFFS, M. D.
E. F. KELLY, PHAR. D.
GEORGE M. ANDERSON, D. D. S.
HUNTINGTON WILLIAMS, M. D., DR. P. H.
FREDERICK A. ALLNER, C. E.
ROBERT H. RILEY, M. D., DR. P. H.

SALISBURY, MD.
June 17, 1943

REPORT OF INVESTIGATION

An investigation, made at the Shockley property on June 17, 1943, disclosed that there is a chicken pen containing from 25 to 30 young chickens, which appeared to be about 4 or 5 weeks old, located in the rear of this house. The area is bounded on four sides by buildings; thus affording very little air circulation. At the time of the investigation, the chicken pen was in a clean condition and the writer could see no cause for complaint at that time. There was no one home at Shockley's at the time of the inspection.

Respectfully submitted,

Tilghman McCabe
Sanitary Inspector

sent to:

Mexican Petroleum Corp., Box 1417, Baltimore, Md.

John R. Hitchens Col, Inc., Seaford, Del.

June 17, 1943

Gentlemen:

Kindly quote us on the following material f.o.b. Mill Street Siding, Salisbury, Maryland:

Three (3) - 10,000 gallon shipments of RC-2 Asphalt delivered in tank cars with heater connections, or via truck.

For your information, the Federal Works Agency of the Public Roads Administration advised us by letter dated June 15 that the allotment of asphalt had been approved by the District Engineer and our certificate would be forthcoming within a few days.

Sincerely yours,

CQ vg

City Engineer

copy for Mayor and Council

WILLIAM P. POPE

MILTON L. POPE

William P. Pope & Son

STUDEBAKER *Dealer* Since 1921

SALES McCORMICK-DEERING FARM MACHINES AND IMPLEMENTS *SERVICE*

SALISBURY'S *Oldest* Car Dealer

Salisbury, Maryland May 27, 1943.

Mr. Clark Gardner,
City Engineer,
Salisbury, Md.,

Dear Mr. Gardner:

Thanks for your letter of the 25th inst., calling our attention to the temporary ramp which we use on the Market Street side of our building. We use this ramp for the purpose of running automobiles and farm Machinery into our show room since the floor of our building is about 18" higher than the side walk level.

We thoroughly agree with you that this should be removed, since it is unsightly as well as hazardous, and we might say that we have been trying for sometime to get contractors to install a new door for us and to remodel the interior of the building so that we could use show room without the wooden ramp, however, we have not been successful in getting workmen to do the job up to this time. It seems that the work necessitates having a carpenter, concrete worker as well as laborers, and everyone has been quite busy. We will, however, continue our efforts to get this corrected as soon as we possibly can, for we are just as anxious to get this condition remedied as you are to have it changed, and we appreciate the fine spirit shown in your letter in calling the matter to our attention.

Again thanking you, and assuring you we will do whatever we can to cooperate with your suggestion, we are,

Yours very respectfully,

WILLIAM P. POPE & SON.

Milton L. Pope

MLP-P

June 21, 1943

P-9

War Production Board
Power Branch
Washington, D. C.

Gentlemen:

The Municipal Water Department is in receipt of an application dated June 17 requesting water service for the following property:

Harry and Edna Stewart
104 Third Street
Salisbury, Maryland

An 8-inch cast iron main is available in Third Street and it is merely a matter of extending 15 linear feet of 3/4-inch g.w.i. pipe, including one lead service connection, one 3/4-inch curb stop, and service box.

The Mayor and Council of Salisbury respectfully requests your permission to withdraw this material from existing inventory stock.

Very truly yours,

THE MAYOR & COUNCIL OF SALISBURY,

CG vs

City Engineer

cc: The Mayor and Council

Minutes

June 21st, 1945.

Mr. Geo. S. Chandler, Treasurer,
Corporation,
City,

Dear Mr. Chandler:

At the meeting of the Mayor and Council held on the 19th inst. the following was adopted:

"Whereas, it has been brought to the attention of the Mayor and Council of Salisbury that the owners of property on the west side of Cypress Street between Division and Isabella Streets have erected a fence on the property line between their property and the Cypress Street right of way, and

CITY HALL - SALISBURY, MARYLAND - June 22, 1943

The Mayor and Council of Salisbury met in special session Tuesday, June 22nd, at the City Hall at 8:00 P.M. for the purpose of discussing post-war planning. The following members were present: Mayor I. Virgil Hitchens, President of Council W. T. Gardner, Councilmen Clifford H. Duffy, John G. Howie, Claude E. Russell, and Councilman Albin A. Hayman was absent.

Also present at the meeting were President of the County Commissioners, William F. Messick, Commissioners Dulaney, Todd, and Allen, together with Mr. Avery W. Hall, President of the Chamber of Commerce, and Messrs. Frank Cline, Henry Roberts, Fulton Allen, and Harland Huston, together with the City Engineer W. Clarke Gardner.

1. The Chairman of the meeting, Mr. W. T. Gardner, opened the meeting and asked those present how they desired to proceed and was advised that they would like to have a proposal outlined by the City Engineer.

2. After hearing the proposal, a discussion of its merits and demerits was held until a motion was finally offered by Mr. Lee Allen and seconded by Mr. Henry Todd to provide for the selection of seven candidates for a post-war planning commission by the Chamber of Commerce, the County Commissioners, and the Mayor and Council; each group was to forward its selections to a Committee composed of the Mayor of Salisbury and the President of each of the three organizations who were to select from these nominees either a five or seven man commission to be named for the planning commission.

2. A similar motion was offered by the same people, and carried, directing that highlights of the proposal be mimeographed for the use of those present in talking about and planning the work.

3. Another motion was offered and seconded and passed authorizing the presentation of the plan to the civic clubs by Mr. Ralph O. Dulaney, Lee Allen, Avery Hall, and Clarke Gardner who were to act as a Committee for that purpose.

4. After the joint meeting was over, the Mayor and Council reconvened and approved for payment voucher No. 20048 upon a motion offered by Councilman Duffy and seconded by Councilman Howie and passed.

The meeting adjourned at 10:00.

APPROVED:

7/5/43
Date

W. T. Gardner
President of Council

Wm. H. Dashiell Jr.
Clerk

CITY HALL - SALISBURY, MARYLAND - June 28, 1943

The Mayor and Council of Salisbury met in regular session at the City Hall, Monday evening, June 28, at 7:30 P.M. with the following members present: Mayor I. Virgil Hitchens, President of Council W. T. Gardner, Councilmen Claude E. Russell, John G. Howie, Albin A. Hayman, and Clifford H. Duffy.

1. The minutes of the meeting of June 21 were read and approved upon a motion offered by Councilman Hayman and seconded by Councilman Howie, after amending Resolution #20 with the addition of the following: "and the Police Dept. to turn the lights on and off".

2. Chief Chatham presented the weekly police log which was ordered accepted and filed together with a report of Police Activities, Fiscal Year, June 1, 1942 to May 31, 1943 which was also ordered accepted and filed upon a motion offered by Councilman Hayman and seconded by Councilman Howie.

3. Chief Chatham presented two checks, both in the amount of $5.50, one from James S. Kindle, Lt. U.S.N.R. for damage done to the police car by VT-17 personnel, and one from Judge E. Sheldon Jones for damage done by Clarence Hutt. Councilman Hayman offered a motion which was seconded by Councilman Howie directing that they be received and entered in the minutes.

4. Chief Chatham presented a communication to the Mayor and Council advising them that their radio construction permit had been terminated. He was instructed to look up correspondence on the radio equipment for later presentation to the Council.

5. He advised the Council that the Naval Shore Patrol had requested his assistance in going before the County Commissioners relative to securing the YMCA building as a dormitory for new Shore Patrol personnel. The Mayor and Council found it to be satisfactory.

5. Plumbing Inspector James A. White presented a request in behalf of Mr. Claude Hearn, owner of property at 203-205 N. Division Street, to use his present water connection for both buildings after moving the building #205 to a new location on his lot.

   The Council found that the Code provided that each separate building have a separate connection and instructed the plumbing inspector to request an application for new water service connections.

6. City Solicitor asked instructions of the Mayor and Council on rewriting a part of Ordinance No. 490. He was instructed, upon a motion offered by Councilman Russell and seconded by Councilman Duffy, to provide for the elimination of all water credits except where fixtures were removed and that this would be for full months only.

7. City Solicitor presented a letter to the Mayor and Council from Mr. George Chandler of the Larmar Corporation in which he advised them that the temporary closing of the dump property was satisfactory to his firm but that he still desired to know what would be done with the opening of Blake Street.

City Solicitor was advised to inform Mr. Chandler that the ditch across Blake Street would be tiled and filled in order that Blake Street could be used.

8. Mr. A. P. Isakson came before the Mayor and Council to ask for wage adjustments for the Street Department.

9. City Engineer informed the Council that Mr. Glen Hastings, owner of property on N. Park Drive, had built a retainer wall in front of his property which was found to be on the street right-of-way.

Councilman Russell offered a motion which was seconded by Councilman Hayman directing the City Solicitor to notify Mr. Glen Hastings that the wall should be removed from the city street.

10. City Engineer presented a letter to the Mayor and Council from Albert H. Wessell, District Engineer, C.A.A., in which he informed them on the clearing of the runway approaches at the airport.

11. City Engineer presented a comparison of water consumption between June 1 and 27, 1943 and the corresponding period during 1942. It was ordered accepted and filed. Councilman Howie offered an additional motion, which was seconded by Councilman Duffy, that the following extracts from the report be advertised in the local papers: "I urgently recommend that water conservation measures be adopted immediately, as follows:

1. Lawn sprinkling confined between the hours of 5:00 P.M. and 10:00 P.M., daily.

2. All leaky plumbing fixtures repaired at the earliest practicable date.

The application of these measures will avoid waste of water and, in turn, will save wear and tear on pumping machinery which is difficult to replace due to the war."

12. City Engineer presented a plat of Church Street from Truitt Street to the City Limits and asked for instructions on the sidewalk line, after explaining that if the sidewalks were placed on its proper place it would require the removal of trees and some steps, and that it if were placed inside of the present street line, there would be remaining only an 18 ft. roadway clearance. The Council requested theCity Solicitor's advice for a future meeting.

13. City Engineer requested that some person be named to assume the job recently vacated upon the death of Mr. Samuel Broughton. The Council agreed to study the replacement at the next meeting.

14. City Engineer presented Purchase Order No. L-144 for a list of parts for the motor grader. Councilman Howie offered a motion which was seconded by Councilman Hayman authorizing the order and its priority statement be signed and.that the cost be charged against the Waller Paving Company.

15. Since July 5 is a legal holiday, the Mayor and Council called off their regular meeting for Monday evening, at the same time directing an advertisement be placed in the paper to the effect that there will be no garbage collection on that day.

16. Plumbing Inspector, Mr. James A. White, forwarded a request to the Mayor and Council that he be granted a salary increase. Councilman Hayman offered a motion which was seconded by Councilman Duffy directing the City Clerk to write the War Labor Board to ascertain if the City had the authority to make upward changes in pay rates.

17. Councilman Howie presented a request from Mr. James Larmore, to investigate the condition of his sewer connection at his home on Walnut Street which caused water to back up in his cellar on rainy days. The City Engineer was authorized to check into the matter for report to the Council.

18. Vouchers Nos. 20048 to 20081 inclusive were read, approved, and authorized signed upon a motion offered by Councilman Hayman and seconded by Councilman Russell.

19. Councilman Russell offered a motion which was seconded by Councilman Hayman authorizing the City Treasurer to borrow $5,000 on demand at 4% or less and authorizing the note be signed by the Mayor I. Virgil Hitchens and the City Treasurer Wade H. Insley, Jr.

20. City Treasurer informed the Mayor and Council that Mr. Fulton Waller advised him that he would forward payments on the use of the motor grader at an early date.

21. Mr. R. R. Purnell forwarded a request to the Mayor and Council for the printing of some signs to be placed at the City Park reading as follows: "Life Guard Hours 9:00 A.M. to 5:00 P.M." The Mayor and Council found they had no funds earmarked for this type of work.

The meeting adjourned at 10:15 P.M.

APPROVED:

7/5/43
Date

W. D. Garrison
President of Council

Wade H. Insley Jr.
Clerk

CITY HALL - SALISBURY, MARYLAND - June 28, 1943

The Mayor and Council of Salisbury met in regular session at the City Hall, Monday evening, June 28, at 7:30 P.M. with the following members present: Mayor I. Virgil Hitchens, President of Council W. T. Gardner, Councilmen Claude E. Russell, John G. Howie, Albin A. Hayman, and Clifford H. Duffy.

1. The minutes of the meeting of June 21 were read and approved upon a motion offered by Councilman Hayman and seconded by Councilman Howie, after amending Resolution #20 with the addition of the following: "and the Police Dept. to turn the lights on and off".

2. Chief Chatham presented the weekly police log which was ordered accepted and filed together with a report of Police Activities, Fiscal Year, June 1, 1942 to May 31, 1943 which was also ordered accepted and filed upon a motion offered by Councilman Hayman and seconded by Councilman Howie.

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City Solicitor was advised to inform Mr. Chandler that the ditch across Blake Street would be tiled and filled in order that Blake Street could be used.

8. Mr. A. P. Isakson came before the Mayor and Council to ask for wage adjustments for the Street Department.

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    The application of these measures will avoid waste of water and, in turn, will save wear and tear on pumping machinery which is difficult to replace due to the war."

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The meeting adjourned at 10:15 P.M.

APPROVED:

7/5/43
Date

W. D. Gaumy
President of Council

Wade H. Insley Jr.
Clerk

CITY HALL - SALISBURY, MARYLAND - July 5, 1943

The Mayor and Council of Salisbury met in special session at the City Hall Monday afternoon at 2:00 P.M. The following members were present: Mayor I. Virgil Hitchens, President of Council W. T. Gardner, Councilmen Clifford H. Duffy, Albin A. Hayman, John G. Howie, and Councilman Claude E. Russell was absent.

1. The minutes of the special meeting of June 22, 1943 were read and approved upon a motion offered by Councilman Duffy and seconded by Councilman Howie.

2. The minutes of the special meeting of June 23, 1943 were read and approved upon a motion offered by Councilman Duffy and seconded by Councilman Howie, after amending the minutes as follows: "City Solicitor Charles J. Potts was also present. No definite conclusions were reached."

3. The minutes of the meeting of June 28, 1943 were read and approved upon a motion offered by Councilman Duffy and seconded by Councilman Howie.

4. Vouchers Nos. 20082 to 20087 inclusive were read, approved, and authorized signed.

5. Mayor and Council received a letter from the Salisbury Fire Department as follows:

"6-27-43

Mayor & Council

Gentlemen:

The members of both companies of the Salisbury Fire Dept. have chosen this method of asking for an explanation as to why we did not receive the full amount of our convention fund.

If it can be arranged, we would like your entire body to meet with us Wednesday evening, July 7th, at 7:30.

In case this does not suit, please notify us.

Salisbury Fire Dept.

George R. Turner, Jr.,Sect."

After some discussion a motion was offered by Councilman Duffy and seconded by Councilman Hayman directing the Clerk to write the secretary of the Salisbury Fire Department, Mr. George R. Turner, Jr., to inform them that the Mayor and Council of Salisbury would meet with the officials of the Salisbury Fire Department, or any official committee so designated, Monday evening at 7:30 at the City Hall or at any other regular Council meeting at the City Hall.

6. City Treasurer presented a letter from War Price and Rationing Board #2323 requesting some information on the City's heating equipment. The Clerk was authorized to fill in the forms and present them to the Council for their approval for a later meeting.

7. Mayor Hitchens reported he had located the letter relative to the fixing of the present police radio, which he thought should be read by the Council before any new action was taken.

8. Mayor Hitchens reported he had received a complaint that water was running over the curb and into the building now owned by Cal Livingston on E. Main Street.

The meeting adjourned at 3:13 P.M.

APPROVED:

July 13.1943
Date

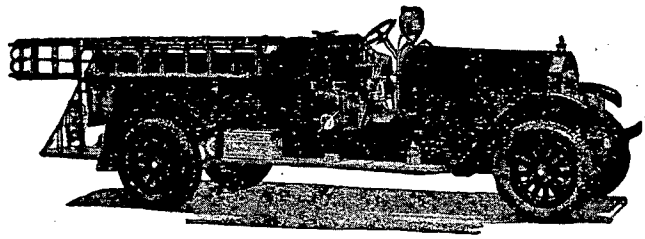
W. J. Gormley
President of Council

Wade H. Dudley Jr.
Clerk

SALISBURY FIRE DEPARTMENT, INC.

"A Volunteer Organization"

Headquarters Company
S. Division and Market Sts.



Company Number Two
Brown and Naylor Sts.

SALISBURY, MARYLAND

6-27-43

Mayor & Council

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The members of both companies of the Salisbury Fire Dept. have chosen this method of asking for an explanation as to why we did not receive the full amount of our convention fund.

If it can be arranged, we would like your entire body to meet with us Wednesday evening July 7th at 7.30.

In case this does not suit, please notify us.

Salisbury Fire Dept.
George P Tawes Jr. Sect.

CITY HALL - SALISBURY, MARYLAND - JULY 12, 1943

The Mayor and Council of Salisbury met in ~~special~~ (Regular) session at the City Hall Monday night at 7:30, July 12, 1943, with the following members present: Mayor I. Virgil Hitchens, President of Council W. T. Gardner, Councilmen Claude E. Russell, John G. Howie, Albin A. Hayman, and Clifford H. Duffy.

1. Mr. Calvin Livingston came before the Mayor and Council and requested that curb and gutter be placed on the South side of E. Main Street in front of his property, similar to the one recently placed on the North side, in order to prevent surface water from running across the sidewalk into his building. The Mayor and Council agreed to see what could be done with the matter.

2. Chief Chatham presented his parking violations report for the month of June, together with his police car and motorcycle expense report, and his weekly daily logs for the weeks July 4 and 11. They were all accepted and ordered filed upon a motion duly made and passed.

3. Harbor Master presented his report for the month of June and his report for the first six months of the year, both of which were ordered accepted and filed.

4. Building Inspector presented his report for the month of June and it was ordered accepted and filed upon a motion offered by Councilman Hayman and seconded by Councilman Russell.

   He advised the Mayor and Council that he had secured an estimate for the placing of lightning conductors on the flag poles at both fire houses for the sum of $24.00 each.

5. Plumbing Inspector presented his report for the month of June which was ordered accepted and filed upon a motion offered by Councilman Hayman and seconded by Councilman Howie.

6. Mr. James A. White, Plumbing Inspector, reported that approval from the War Production Board for a water connection for Mr. Raymond A. Weisner's property on Long Avenue has been received. He explained that Mr. Weisner had also requested a sewer connection. The Council directed, upon a motion offered by Councilman Duffy and seconded by Councilman Howie, that an application be made to the War Production Board for approval of the sewer connection.

7. City Solicitor, Mr. Charles J. Potts, presented Ordinance No. 494, an ordinance repealing Section 4 of Ordinance No. 431 and a section of Ordinance No. 490 and re-enacting the same with amendments. Councilman Russell offered a motion which was seconded by Councilman Hayman approving the ordinance for its first reading and directing that it be posted.

8. City Solicitor presented a copy of the agreement between the Standard Oil Company of New Jersey and the Mayor and Council of Salisbury relative to a parcel of the Standard Oil Company's property at the intersection of the By-Pass and Old Water Street. The agreement was signed by the Mayor, President of Council, and City Clerk.

9. A committee composed of Messrs. Reynolds White, Henry Chatham, George Vickers, Ben Calloway, Steve Olson, and representing the Salisbury Fire Department, came before the Mayor and Council and presented the following letter; the original of which is filed at the end of the minutes:

"July 12, 1943

Mayor & Council
Salisbury, Maryland

Gentlemen:

In reply to your letter of the 6th. The members of the Salisbury Fire Department feel as though they have lived up to their obligations to the City and Citizens of Salisbury and we do not understand why we were cut $1,000. We, the undersigned members, would like to get the full amount--if not, we do not want anything. If the City can't live up to its obligations we are going before the public to raise the said amount.

The Department would like for you to give this committee an answer tonight, as we are just as tired of this difference of opinion as you are.

Yours truly,

THE SALISBURY FIRE DEPT."

After some discussion the Mayor and Council informed the delegation they would be unable to make a change in their budgeted allotment of $2000 for the Salisbury Fire Department.

10. Councilman Hayman offered a motion to approve the following Resolution which was seconded by Councilman Howie and duly passed; original is filed at end of the minutes:

"The Mayor and Council and Citizens of the City of Salisbury, Maryland, United States of America, send heaty greetings to the Mayor and Aldermen and Citizens of Salisbury, Wilts, England, upon the occasion of the visit of Pilot Officer Kenneth G. Morris, Royal Air Force, as the guest of Salisbury, Maryland.

Through the visit of Kenneth G. Morris, the City of Salisbury hopes, in some measure, to repay the mother City for its favors shown to soldiers from this City now stationed in England.

We deputize Kenneth G. Morris as the Official Messenger of the City of Salisbury to convey these greetings to the Mayor and Aldermen and Citizens of his own City of Salisbury, England.

And we repeat our expressions of undying friendship between our Cities which has established a close bond between us.

On this fifteenth day of July, nineteen hundred and forty-three of the year of our Lord, we pledge ourselves to untiring efforts beside our Allies, at home and abroad, until Victory is won and lasting peace is restored to our world."

The Mayor and Council received an invitation from the Salisbury Rotary Club to be their guests at their Thursday night dinner at 6:15 in the Wicomico Hotel for the presentation of the Resolution to Pilot Officer Kenneth G. Morris, Royal Air Force, Salisbury, Wilts, England.

11. Mayor and Council received the conversion data on oil burning equipment for the City Hall, Municipal Water Plant, and Fire House No. 2, approved it, and authorized it signed by I. Virgil Hitchens, Mayor.

12. Mayor and Council received a letter from the U. S. Department of Labor signed by Mr. E. L. Martin, Branch Office Manager, furnishing them with information on salary adjustments. The letter was ordered placed on file.

13. Mayor and Council received an acknowledgment from Mrs. S. C. Broughton and family.

14. Chief of Police recommended that the Mayor and Council purchase some tear gas grenades and he was authorized to secure quotations on one dozen.

15. President of Council informed the Council that he had requested a review of the City's motorized equipment be made in order to make a reduction of gas consumption in line with the ODT's 40% cut in gas allotments.

16. Councilman Russell informed the Council that a Mr. Colbert Smith had recommended that the intersection of Barclay Street and the B&E Railroad track in front of his property be rounded in order to make an easier turn, and he offered to give the City the necessary land from his property. Mayor and Council agreed to look into the proposal.

17. Vouchers Nos. 20088 to 20142 inclusive and Voucher No. 20146 were read and approved for payment upon a motion offered by Councilman Hayman and seconded by Councilman Russell.

18. Upon the request of the delegation from the Salisbury Fire Department, the Mayor and Council agreed to purchase a 20-year medal for Mr. Charles Livingston of the Fire Department and authorized Mr. James A. White to secure quotations on the necessary medal.

19. Minutes of the meeting of July 5th were read and approved upon a motion offered by Councilman Hayman and seconded by Councilman Howie.

20. Councilman Hayman offered a motion which was seconded by Councilman Russell to refer the request of Mr. Calvin Livingston to the City Engineer for investigation and report.

21. City Treasurer presented a statement of outstanding taxes as of June 30th as recorded on the controlling accounts.

22. City Treasurer presented a financial statement of the General Fund for the period October 1, 1942 to June 30, 1943. Upon a motion offered by Councilman Hayman and seconded by Councilman Russell, it was authorized published in the City's papers.

The meeting adjourned 10:15 P.M.

APPROVED:

July 19.1942
Date

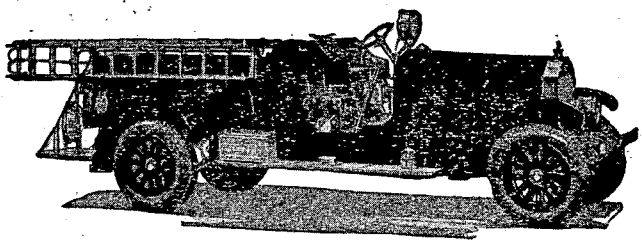
W.D. Garvey
President of Council

Wade H. Insley Jr.
Clerk

SALISBURY FIRE DEPARTMENT, INC.

"A Volunteer Organization"

Headquarters Company
S. Division and Market Sts.



Company Number Two
Brown and Naylor Sts.

SALISBURY, MARYLAND

July 12, 1943

Mayor & Council,
Salisbury, Maryland.

Gentlemen:

In reply to your letter of the 6th. The members of the Salisbury Fire Department feel as though they have lived up to their obligations to the City and Citizens of Salisbury and we do not understand why we were cut $1,000. We, the undersigned members, would like to get the full amount--if not, we do not want anything. If the City can't live up to its obligation we are going before the public to raise the said amount.

The Department would like for you to give this committee an answer tonight, as we are just as tired of this difference of opinion as you are.

Yours truly,

THE SALISBURY FIRE DEPARTMENT
SALISBURY, MARYLAND

Stephen J. Olson
J. Collins Lank
M S Taylor
Jesse L Lank

Geo. W. Fields
Louis L. Williams
David H. Wimbrow
Richard Hendrickson
Jesse R Turner Jr.
Charles Livingston

Marion T. Stewart
Linwood Williams
Norman M. Perdue
Gardiner Hearn
G. Reynolds White
Isaac J. Dressick
Barney Wilson
Walter B. Dickerson

H.W. Tawes Jr.
Chas. Dykes
Allen L. Fields
W. Scott Burrough
W. E. Messick
Geo. Sullivan
Ed. Livingston
Percy L. Parks

SALISBURY, MARYLAND

Preston S. Wilson
Everett W. Owens
Arthur J. Dykes
Norman Vickers
Edgar Atkins
Harry Lecates
Wm. Alfred Gillett
H. T. Chatham
Charles M. Gordon
George H. Vickers
Raymond E. Lordy
Benjamin R. Calloway
Donald G. Lowers
Arthur F. Watters
Vaughn S. Hearn
Frank C. Brown

Wm. Austin Moore

MAYOR
I. VIRGIL HITCHENS
CITY SOLICITOR
CHAS. J. POTTS
CITY ENGINEER
CLARKE GARDNER
CLERK-TREASURER
WADE H. INSLEY, JR.

City of Salisbury

MARYLAND

MEMBERS OF COUNCIL
W. T. GARDNER, PRES.
ALBIN A. HAYMAN
JOHN G. HOWIE
CLAUDE E. RUSSELL
CLIFFORD H. DUFFY

R E S O L U T I O N

The Mayor and Council and Citizens of the City of Salisbury, Maryland, United States of America, send hearty greetings to the Mayor and Aldermen and Citizens of Salisbury, Wilts, England, upon the occasion of the visit of Pilot Officer Kenneth G. Morris, Royal Air Force, as the guest of Salisbury, Maryland.

Through the visit of Kenneth G. Morris, the City of Salisbury hopes, in some measure, to repay the mother City for its favors shown to soldiers from this City now stationed in England.

We deputize Kenneth G. Morris as the Official Messenger of the City of Salisbury to convey these greetings to the Mayor and Aldermen and Citizens of his own City of Salisbury, England.

And we repeat our expressions of undying friendship between our Cities which has established a close bond between us.

On this fifteenth day of July, nineteen hundred and forty-three of the year of Our Lord, we pledge ourselves to untiring efforts beside our Allies, at home and abroad, until Victory is won and lasting peace is restored to our world.

J. Virgil Dilsheimer
Mayor

Warren D Gardner
Council President

Albin A. Hayman
Councilman

John G Howie
Councilman

Clifford H. Darby
Councilman

Claude E. Powell
Councilman

Wade H Darby
City Clerk

CITY HALL - SALISBURY, MARYLAND - JULY 19, 1943

The Mayor and Council of Salisbury, Maryland, met in regular session at the City Hall, Monday evening, July 19, 1943, at 7:30 with the following members present: Mayor I. Virgil Hitchens, President of Council W. T. Gardner, Councilmen Albin A. Hayman, Claude E. Russell, John G. Howie, and Clifford H. Duffy.

1. The minutes of July 12 were read and approved upon a motion offered by Councilman Hayman, seconded by Councilman Russell, and duly passed.

2. Chief Chatham presented his monthly consolidated report of the Police Department. It was ordered accepted and filed.

3. Chief Chatham presented his weekly log and it was ordered accepted and filed upon a motion offered by Councilman Hayman, seconded by Councilman Duffy and duly passed.

4. Mr. James White reported he had ordered a twenty-year medal for Mr. Charles Livingston from Preston Burbage.

5. The City Engineer and Mr. A. P. Isakson requested the employment of Mr. Larry Niblett as a motor grader operator for work in the Street Department. Later during the evening the Mayor and Council decided they would be unable to employ any new personnel.

6. Mr. Asbury Holloway came before the Mayor and Council with his latest water bill which was in the amount of $21.50 and explained his usual bill was $4.00 and some odd cents and reported that there was a leak in the bill which was discovered by Mr. White when the meter was read. He requested the Council to make him an adjustment. He was advised at the same time that the Council would consider it and advise him later.

   Later during the evening Councilman Howie offered a motion which was seconded by Councilman Hayman and passed to authorize the bill be adjusted in the usual manner.

7. The Mayor and Council received a request from Sherwood Brothers asking that water bills for their leased properties be forwarded through to them. Councilman Duffy offered a motionw which was seconded by Councilman Howie and passed directing that duplicating bills for water services be forwarded to Sherwood Brothers of Baltimore to cover the following properties:

   East Main and Poplar Hill Avenue
   Corner of Division and West Calloway Street
   611 West Main Street

   The request was from J. C. Weisinger, Tax Manager.

8. Mr. Marks of Salisbury, Route #3 came before the Mayor and Council and asked permission to purchase fortune teller's license on some partial payment plan. The Mayor and Council informed him the ordinance provided for a single payment of $300.00 and they would be unable to issue a license in any other manner.

9. The Mayor and Council received in response to an invitation to all tire dealers in Salisbury to bid on tires the following quotations:

Wicomico-Central Garages - (1) 700 x 20 8 ply heavy duty tire and tube $35.00

Since this was the only bid received, purchase was authorized to the lowest bidder upon a motion offered by Councilman Hayman, seconded by Councilman Russell and passed.

10. Mr. Harold J. Oswald came before the Mayor and Council and asked for information relative to his buildings near one of the airport runways. He informed the Council that the CAA advised him his property was within the flight zone and would probably have to be removed. The Council informed him they were unable at the present time to help him in the matter.

11. The City Engineer explained a proposed plan to cut off the corner of Brown and Barclay Street. After some discussion the Council agreed to meet on the scene Wednesday at 1 o'clock to study the proposal.

12. Superintendent of the Water Department presented three requests for water meters service. Councilman Hayman offered a motion which was seconded by Councilman Howie and passed directing the Superintendent to be guided by the present ordinance which provided that no meters shall be installed on any residential property for less than three apartments.

13. The City Engineer reported on the condition of the Walnut Street sewer as it might affect the property of Mr. Jim Larmar.

14. The Mayor and Council at the same time received a letter from Mr. Ernest C. Clarke, attorney for Mr. Jim Larmar, requesting that some definite action be taken to relieve the situation at Mr. Larmar's residence. The matter was referred to the City Solicitor for a future report.

15. Mr. James Q. White forwarded an application to the Mayor and Council for the custodian's job at the City barn.

16. The City Engineer reported a call of Mrs. Mary Morris for some salvage lumber of the By Pass property now stored at the City Yard. The Council found they would probably need the lumber and therefore could not offer it for sale.

17. The City Engineer presented a bill for ambulance service from the Salisbury Fire Department in the amount of $34.50 for transportation of Capt. Gray to Philadelphia. The Council instructed the Clerk to secure information from Mr. Johnson of the Veterans of Foreign Wars on how bills of this kind were usually paid.

18. The Mayor and Council approved the issuance of a voucher to the Water Department in the amount of $25.00 for postage stamps

and the issuance of a voucher to the Treasurer of the Civilian Defense for $10.00 for postage stamps upon a motion offered by Councilman Hayman, seconded by Councilman Duffy and passed.

19. The City Solicitor, Mr. Charles Potts presented a new ordinance No. 494 changing the regulations concerning credits of water bills to read as follows:

REGULATIONS CONCERNING CREDITS ON WATER BILLS: The Superintendent of the Water Department is hereby authorized and empowered to allow a credit or credits on the basis of full months or quarters, depending upon the period for which the property is chargeable, where the water service is turned off or disconnected from the main of The Mayor and Council of Salisbury and also, where fixtures are removed from properties charged on a flat rate basis; subject, however to the requirements that the owner or his agent shall give written notice thereof at the office of the Water Department at least three (3) days prior to the beginning of the monthly or quarterly period for which a credit or credits may be requested, and an inspection is made by the Plumbing Inspector to verify the facts. In no other event shall any credit or credits be allowed.

It was ordered accepted and substituted for the original ordinance No. 494, passed and ordered posted upon a motion offered by Councilman Duffy, seconded by Councilman Russell and passed.

20. Vouchers No. 20143 to 20177 inclusive except voucher No. 20146 were read, approved and ordered signed upon a motion offered by Councilman Hayman, seconded by Councilman Russell and duly passed.

21. The City Treasurer presented a letter from P. Pernini and Sons, Contractors at the airport, in which they offered an agreement as follows:

I hereby agree to rent one shed and office space, also three garages, as designated by Mr. Purnell, representative of the City of Salisbury, for the sum of $25.00 per month, payable in advance, for the duration of our job at the Municipal airport. Also gasoline tank and pump located near office.

Yours very truly,

B. Perini & Sons
Contractors

A certified check in the amount of $25.00 for one month's rent beginning July 17, 1943 was enclosed. The Council accepted the proposal upon a motion offered by Councilman Howie, seconded by Councilman Hayman and passed.

22. The Mayor and Council received a letter from Waller Paving Company in which they forwarded a check in the amount of $940.00 less 9.20 for repairing cutting edges of the grader. The Council ordered a check accepted and placed on deposit to the credit of Special Street Fund.

23. The Mayor and Council approved the payment of Enoch Bounds, substitute custodian for the Fire Department #2 for the past week.

24. The Mayor and Council received a letter from Kenneth & Krental, Reports and Control Section, 21 South Twelfth Street, Philadelphia, in which he forwarded a copy of the order relative to wage and salary adjustments for state, county and municipal governments.

25. The Mayor and Council authorized 12 additional copies by ordered of the resolution recently prepared for Pilot Officer Kenneth G. Morris.

The Meeting adjourned at 11:51.

APPROVED:

7/26/43
Date

W J Gormley
President of Council

Wade H Hadley Jr.
Clerk

CITY HALL - SALISBURY, MARYLAND - July 26, 1943

The Mayor and Council met in regular session at the City Hall, Monday evening, July 26, 1943, at 7:30 with the following members present: Mayor I. Virgil Hitchens, President of the Council W. T. Gardner, and Councilmen Albin A. Hayman, Claude E. Russell, John G. Howie, and Clifford H. Duffy.

1. The minutes of the meeting of July 19th were read and approved upon a motion offered by Councilman Hayman and seconded by Councilman Russell.

2. Chief Chatham recommended that the Council consider the licensing of dance halls in order that they could be more easily controlled. The City Solicitor was authorized to look into the charter to see if an ordinance could be drawn to provide for the regulation and to provide for a permit fee, upon a motion offered by Councilman Hayman and seconded by Councilman Duffy.

3. The Police Department, represented by Sgts. Larmore, Wilson, and Brewington, came before the Mayor and Council and requested a raise in salary for the Police Department due to the increased costs of living. The Council informed them that they would consider the request and see what could be done in their behalf.

4. The Garbage Department came before the Mayor and Council and asked for a $5.00 raise for each man in the Department. The Council agreed to consider the request later during the night.

5. City Engineer reported the War Production Board had requested him to secure approval from the Mayor and Council for a collection of tin cans throughout the City for delivery to a central point in order that they could be compressed and made ready for salvage purposes. Councilman Howie offered a motion which was seconded by Councilman Hayman authorizing the City Engineer to make arrangements for the collections.

6. City Engineer reported the Red Cross had built a platform out into Johnson's Pond for a course in diving instructions.

7. City Engineer presented a letter from His Excellency Herbert R. O'Conor, Governor of Maryland, complimenting the local Civilian Defense unit for its fine work in securing a fire boat for harbor defense.

8. Mrs. Irene Benton requested the Mayor and Council to provide her with a release from her present position in order to take a new job. Councilman Russell offered a motion which was seconded by Councilman Hayman authorizing such a letter be issued.

9. City Engineer presented a letter from the Office of Defense Transportation requesting some information on the City's motorized equipment. Mayor and Council approved a recommendation that the name of Wakeman Whayland be submitted to them as tire inspector in order to provide for the inspection of the City's equipment.

10. City Engineer presented a report made up for the War Production Board. It was ordered accepted and placed on file upon a motion offered by Councilman Howie and seconded by Councilman Russell.

11. Mayor and Council approved Purchase Order No. L-143 and authorized the Mayor to sign the priority statement thereon upon a motion offered by Councilman Russell and seconded by Councilman Hayman.

12. City Engineer presented a letter from the American Water Works and Electric Works Company, New York City, in which they requested information as to the salaries, hours, and working conditions of the Water Department employees of the City of Salisbury. Councilman Russell offered a motion which was seconded by Councilman Hayman authorizing the City Engineer to furnish the requested information.

13. City Engineer presented a letter from Wallace & Tierman requesting a signed priority statement on some materials on order. Councilman Hayman offered a motion seconded by Councilman Russell authorizing the Mayor to sign the priority statement.

14. Mayor and Council received a letter from Mr. John W. Downing, advising the Council that they had not yet installed the earth fill, the sidewalk, and the drain on his property along the by-pass in accord with the City's purchase agreement. The matter was referred to the City Solicitor for checking.

15. Mayor and Council received a request from the Estate of H. S. Brewington, owner of the building at 118 Main Street, for separate water billings covering the first floor and the second floor since one of the floors was now unoccupied.

The Council found they were unable to provide for any allowances unless the fixtures in the vacant apartment were disconnected as provided for in Ordinance No. 494.

16. City Engineer presented an estimate on the relocation of curb line and catch basins at Barclay and Brown Streets in the amount of $160.00 for materials and $226.00 for both labor and materials.

17. B. Perini & Sons forwarded a request to the Mayor and Council for the purchase of sand from the Harmon lot on Willow Street. The Council found they would be unable to dispose of any of this sand.

18. Mayor and Council approved the employment of Mrs. Katheryn T. Weins at $12.00 per week for five afternoons and Saturday morning as an employee of the Water Department. Councilman Hayman offered a motion which was seconded by Councilman Duffy approving the above. A similar motion was offered and passed instructing the Building Inspector and the Plumbing Inspector to arrange their time so that one or the other could be in during the morning hours. The Clerk was authorized to notify the Civil Service Commission relative to the employment of Mrs. Weins.

19. City Engineer presented two copies of a voucher in the amount of $190.90, covering the amount due the U. S. Geological Survey for the City of Salisbury's share of cooperative expenditures on stream-gaging investigations under the cooperative agreement for the period July 1, 1942 to June 30, 1943. Councilman Howie offered a motion whichwas seconded by Councilman Duffy authorizing the payment of the account from the Water Department.

20. City Solicitor presented Ordinance No. 494, an ordinance to repeal Section IV of Ordinance No. 431 entitled "An Ordinance establishing metered water charges, flat water rate charges, together with rates applicable to other fixtures and regulations for the sale and consumption of water distributed from the Municipal Pumping Station of the City of Salisbury, Maryland", as said Section was repealed and re-enacted by Ordinance No. 490, and re-enacting the same with amendments.

Councilman Hayman offered a motion which was seconded by Councilman Howie approving the ordinance for its final reading.

21. City Solicitor advised the Council that he was of the opinion that the people who had been allowed to connect with the Walnut Street sewer for roof drainage could not be compelled now to remove the connection. The City Solicitor also advised the Mayor and Council that he felt the City had some responsibility in remedying the situation as described by Mr. James Larmore. City Engineer advised the Council he saw no responsibility by the City and suggested to the Council that the City Solicitor look up ordinances in Baltimore City pertaining to the same condition.

22. The Mayor presented a request to the Council for a price on the residue of the Oliphant land at the corner of William Street and the By-pass.

23. Vouchers Nos. 20178 to 20202 inclusive, with the exception of Nos. 20188 and 20190, were presented and approved and ordered signed.

24. Mayor and Council again considered the proposal of the Garbage Department for an increase in salary, and after some deliberation Councilman Hayman offered a motion which was seconded by Councilman Russell to grant each member of the Department a $3.00 increase in salary to become effective for the next payroll period and to continue until the completion of the present fiscal year. The motion provided also that the Council would review the proposal of the Police and Street Departments to see what could be done for those two departments.

25. Mayor and Council approved the employment of Mr. Enoch Bounds for a one-week period as a substitute custodian at Fire House #1.

26. Mayor and Council received a set of forms from the State Roads Commission relative to the sum of $2,229.05 due the City of Salisbury which they requested signed. Councilman Hayman offered a motion which was seconded by Councilman Russell authorizing the forms signed by the City Clerk.

27. City Treasurer was authorized to secure bids for the purchase of Property Transfer books.

28. The Treasurer informed the Council that Mr. R. Fulton Waller had cancelled the insurance on the motor grader and there is now no insurance on the equipment. The Council decided they would add no new coverage.

29. Mayor and Council received a letter from Mr. Grant L. Sexton in response to a letter relative to his sidewalk. It was ordered referred to the City Solicitor.

30. City Clerk informed the Council that Mr. Roland Johnson of the Veterans of Foreign War had informed him that the bill for the transportation of Captain William Gray should be forwarded by the Fire Department to the hospital or Mr. Gray for collection. Mr. Johnson said the usual proceedure was to file it with the hospital for payment by the Government.

31. Mayor and Council received a request from Mr. Samuel Stoltz for a decrease in the assessment of the Anna Stoltz property at 802 Camden Avenue. He advised the Clerk that he had made a similar request to the County Commissioners. The Council instructed the Clerk to find what action the County had taken and to present it at a future meeting.

The meeting adjourned at 11:30 P.M.

APPROVED:

8/3/43
Date

W D Gardner
President of Council

Wade H Moody
Clerk

CITY HALL - SALISBURY, MARYLAND - July 27, 1943

The Mayor and Council met in special session at the City Hall, Tuesday afternoon at 5:00 P.M., July 27, 1943, with the following members present: President of Council W. T. Gardner, Councilmen Albin A. Hayman, Claude E. Russell, John G. Howie and Clifford H. Duffy, with Mayor I. Virgil Hitchens absent.

The meeting was called for the purpose of meeting with the members of the Garbage Department who had ceased the collection of garbage until they could be granted a more substantial increase in salary.

1. Mayor and Council discussed the situation that had come up in the Garbage Department before calling in the members.

   Mr. John Davis, spokesman for the Department, came before the Mayor and Council and advised them that they had decided they would be unable to continue the collection of garbage unless they were granted a $5.00 increase, and he retired to another room of the City Hall to await the decision of the Council.

   After thoroughly discussing the matter, a motion was offered by Councilman Russell and seconded by Councilman Hayman to grant, due to the emergency, a $5.00 weekly increase in the salary of the six active garbage collectors, beginning immediately for the present work week.

   The meeting adjourned at 5:45 P.M.

   APPROVED:

8/2/43
Date

W. T. Gardner
President of Council

Wade H. Phillips Jr
Clerk

CITY HALL - SALISBURY, MARYLAND - August 2, 1943

The Mayor and Council met in regular session at the City Hall, Monday evening, August 2, 1943, at 7:30 P.M. with the following members present: Mayor I. Virgil Hitchens, President of Council W. T. Gardner, and Councilmen Albin A. Hayman, Claude E. Russell, John G. Howie, and Clifford H. Duffy.

1. Police Chief Chatham asked the Council if there was any new information relative to the police radio repairs. He was informed they had heard nothing new.

2. Harbor Master presented his report for the month of July which was ordered received and placed on file upon a motion offered by Councilman Hayman and seconded by Councilman Howie, and duly passed.

3. The Building Inspector, Mr. Harry S. Hastings, presented his report for the month of July which was ordered accepted and placed on file upon a motion offered by Councilman Howie and seconded by Councilman Hayman.

4. The Plumbing Inspector, James A. White, presented his report for the month of July which was ordered accepted and placed on file upon a motion offered by Councilman Howie and seconded by Councilman Hayman.

5. Minutes of the meeting of July 26th were read and approved upon a motion offered by Councilman Hayman and seconded by Councilman Russell.

6. Minutes of the special meeting of July 27th were read and approved upon a motion offered by Councilman Howie and seconded by Councilman Hayman.

7. Upon a motion offered by Councilman Russell and seconded by Councilman Hayman, Mayor and Council authorized $10,000 be borrowed from the Farmers and Merchants Bank on demand note dated August 2nd at 4% and instructed the Mayor I. Virgil Hitchens and the Treasurer Wade H. Insley, Jr. to sign the said note on behalf of the Mayor and Council of Salisbury.

8. Mayor and Council authorized the City Treasurer to prepare renewal notes in the same amount for a six-month period for the following two by-pass notes due as follows;

County Trust Company	August 12, 1943	$10,000
Farmers and Merchants Bank	" 13, 1943	$14,000

City Treasurer was also authorized to prepare a voucher for the payment of interest thereon.

9. Mayor and Council received a report from John W. Downing, Chairman, Civilian Defense Financial Committee, advising them that he had a bank balance of $127.56 on hand July 29, 1943. The report was ordered placed on file.

10. Mayor and Council authorized the preparation of a voucher from the Water Department to reimburse the General Fund for the cost of 45 sq. yards of cold patching above the water line on Zion Street at the Sunshine Laundry, in the amount of $45.00 upon a motion offered by Councilman Hayman and seconded by Councilman Russell.

11. Mayor and Council received a communication from Moody's Investors Service, 65 Broadway, New York City, requesting some financial information on the City of Salisbury. City Treasurer was authorized to furnish the requested information, upon a motion offered by Councilman Hayman and seconded by Councilman Howie.

12. Mr. Margolis, representing the Salisbury Iron & Steel Scrap Co., came before the Mayor and Council and informed them that it was his opinion that the sale of the proposed collection of tin cans should be made through local dealers since it was not being collected by the Government but by private businesses to be sold privately. He also informed the Mayor and Council the War Production Board, as a board, was making no collections and that all such scrap collected was sold to the duPont Company in Wilmington, Delaware. He further offered the Mayor and Council $.25 per 100 lbs. for all tin scrap dumped on his yard. He further offered to buy all waste paper and corrugated paper board delivered to his yard.

13. Mr. Alfred Colona forwarded a request through the City Engineer for the City to lay a sidewalk across the Truitt Street front of the alley connecting Truitt and Davis Streets which passes by his property. The Mayor and Council found they were unable to do the work at the present time.

14. City Engineer reported it would require 250 ft. of Curb & Gutter and approximately 100 ft. of storm water sewer to take care of the property of Mr. Calvin Livingston as he had requested some time ago. The Council was of the opinion that they would be unable to remedy the condition he had explained to them at this time since it would require a continuous strip from the corner and the installation of storm water sewer facilities which it seemed they would be unable to do at the present time.

15. City Solicitor, upon a motion offered by Councilman Howie and seconded by Councilman Hayman, was instructed to secure a copy of the Baltimore City Plumbing Code for consideration in connection with Salisbury's plumbing code.

16. Mayor and Council received a signed copy of a recent agreement executed by the Standard Oil Company of New Jersey, between them and the Mayor and Council of Salisbury, which they accepted and ordered recorded.

17. Superintendent of the Water Department presented a Financial Report of the City of Salisbury Water Department for the month of June 1943, which was accepted and ordered placed on file.

City Engineer also presented a financial report of the City of Salisbury Water Department, Second Quarter Ending June 30, 1943, which was ordered accepted and placed on file and a copy published in both local papers, upon a motion offered by Councilman Howie and seconded by Councilman Hayman.

18. City Engineer presented a letter from Fred P. Adkins, Chairman, War Price and Ration Board, in which they named Mr. Wakeman Whayland as official tire inspector of the City equipment with the official inspection station number 2348. The letter was ordered attached to the minutes, upon a motion offered by Councilman Howie and seconded by Councilman Duffy.

19. City Engineer presented Purchase Order A-1455 which would require a preference rating. Councilman Howie offered a motion which Councilman Duffy seconded authorizing the Mayor to sign the priority statement thereon.

20. Purchase Order L-145 was also presented by the City Engineer and Councilman Russell offered a motion which was seconded by Councilman Hayman authorizing the priority statement thereon be signed by the Mayor.

21. Vouchers Nos. 20203 to 20233 inclusive were read, approved, and authorized signed, upon a motion offered by Councilman Hayman and seconded by Councilman Russell.

22. Mayor I. Virgil Hitchens informed the Council that he was advised by quite a few citizens that the garbage collectors were finishing their regular work around 2:00 in the afternoon, and that it was his opinion that they should be required to put in full time for the City, that in the event the garbage collection was finished by 2:00 they should be required to complete the day by working for some other department, especially since they had been granted an increase in wages covering full days work, and that any private work in which they were engaged should not be done on the City's time.

23. The Mayor presented a list of recommended salary increases given to him by the Police Department, which would still be within the budgeted allotment for the department. It was as follows:

	Increase	Total
W. J. Chatham, Chief	$2.00	$47.00
C. W. Wilson, Sergeant	2.00	35.00
M. L. Brewington, Sergeant	2.00	35.00
T. L. Larmore, Sergeant	2.00	35.00
F. C. Rau, Patrolman	2.00	32.00
L. J. Johnson, Patrolman	2.00	32.00
E. R. Briddell, Patrolman	2.00	32.00
J. W. Nottingham, Day Clerk	$2.00	$28.00
J. M. Benson, Night Clerk	None	19.00
P. R. Kelley, Patrolman	2.00	32.00
L. C. Dennis, Patrolman	2.00	32.00
E. H. Murray, Patrolman	2.00	32.00
C. H. Esham, Patrolman	5.00	35.00
E. T. Foskey, Patrolman	1.00	28.00
G. L. Wilson, Patrolman	1.00	28.00
C. G. Huntington, Patrolman	1.00	28.00
E. L. Lynch, Saturday only	None	4.00

After some discussion Councilman Russell offered a motion to accept the Department's recommendations with the Mayor's approval

and to grant the increases as shown above. The motion was seconded by Councilman Howie, and the increases are to become effective for the next payroll period.

24. City Engineer presented recommendations for increases in the salaries of the Street Cleaning, Street Maintenance, and Water Departments which were discussed by the Mayor and Council and which were approved upon a motion offered by Councilman Howie and seconded by Councilman Hayman to become effective for the next payroll period as follows:

	Increase	Total
Street Cleaning Dept. Acct. 422.1		
Robert Arvey	$1.00	$24.00
Benjamin Hearn	1.00	24.00
Isaac Messick	1.00	24.00
Street Maintenance Dept.		
Acct. 423.1		
A. P. Isakson	None	$40.00
Burton Gordy	2.00	31.00
Preston Wilkinson	3.00	25.00
Carl Wilkens	4.00	24.00
William Shores	4.00	24.00
Olaf Dahlstrom	2.00	32.00
Talbot Bounds	2.00	31.00
Fred Smullen	4.00	24.00
Acct. 215.5		
Wakeman Whayland	2.00	32.00
Water Department		
Nelson Messick	$4.00	$32.00
Carl Dahlstrom	2.00	32.00
George Wilkens	5.00	30.00
I. J. Wootten	2.00	34.50
James Chatham	2.00	34.50
Mervin Ellis	2.00	34.50

25. Councilman Howie requested the Treasurer to prepare a record of the employment of all City personnel together with information as to their salary over their period of employment.

The meeting adjourned at 11:45 P.M.

APPROVED:

8/9/43
Date

W Z Hayman
President of Council

Walter H Dudley Jr.
Clerk

OFFICE OF PRICE ADMINISTRATION

War Price & Rationing Board #2323-1
Salisbury, Maryland.

IN REPLY REFER TO:

July 30, 1943

City of Salisbury
Salisbury, Md.

Attention Mr. Clarke Gardner, City Engineer:

Dear Mr. Gardner:

We are glad to grant your request to have Mr. Wakeman Whayland appointed as Official Tire Inspector of the city equipment. Your official inspection station number will be 2348. Please use this number on any inspections that you will fill out in the future.

May we suggest that you have Mr. Whayland call at this office where Mrs. Clinard will be glad to help him fill out a sample application and answer any questions.

We enclose several Tire Inspector's Manuals and a supply of application blanks.

Yours very truly,

Fred P. Adkins

Fred P. Adkins, Chairman
War Price & Rationing Board #2323-1

efbc

FOR VICTORY
BUY UNITED STATES WAR BONDS AND STAMPS

August 2, 1943

Mrs. Elva M. Harrington
Clerk to County Commissioners
Salisbury, Maryland

Dear Mrs. Harrington:

We are forwarding you herewith a statement of airport expenditures from August 1, 1942 to July 31, 1943 showing a total disbursement of $13,909.56.

You will note I have divided the total disbursements in half, leaving the County's one-half share as $6,982.28 to date on which we have received six checks in the total amount of $6,473.02, leaving a balance due of $509.26 as of July 31, 1943.

Sincerely yours,

Wade H. Insley, Jr.
Clerk-Treasurer

Whl nw

Encl.

STATEMENT OF AIRPORT EXPENDITURES
May 1, 1943 to July 31, 1943

Date	Voucher		Amount	Total
		Total joint expenditures to April 31, 1943		$12,946.05
May 3	19745	Mayor & Council Payroll	$138.25	
May 3	19748	Mayor & Council Victory Tax	4.75	
May 10	19800	Mayor & Council Payroll	86.70	
May 10	19803	Mayor & Council Victory Tax	3.30	
May 17	19839	Mayor & Council Payroll	57.60	
May 17	19842	Mayor & Council Victory Tax	2.40	
May 24	19871	Mayor & Council Payroll	57.60	
May 24	19874	Mayor & Council Victory Tax	2.40	
May 31	19893	Mayor & Council Payroll	57.60	
May 31	19896	Mayor & Council Victory Tax	2.40	
				413.00
June 7	19958	Mayor & Council Payroll	57.60	
June 7	19961	Mayor & Council Victory Tax	2.40	
June 14	19966	State Accident Fund (Insurance)	42.83	
June 14	19969	State Accident Fund (Insurance)	27.68	
June 14	20003	Mayor & Council Payroll	57.60	
June 14	20004	Mayor & Council Victory Tax	2.40	
June 21	20037	Mayor & Council Payroll	57.60	
June 21	20040	Mayor & Council Victory Tax	2.40	
June 28	20075	Mayor & Council Payroll	57.60	
June 28	20078	Mayor & Council Victory Tax	2.40	
				310.51
July 5	20082	Mayor & Council Payroll	57.60	
July 5	20085	Mayor & Council Victory Tax	2.40	
July 12	20137	Mayor & Council Payroll	54.00	
July 12	20140	Mayor & Council Victory Tax	6.00	
July 19	20154	Mayor & Council Payroll	54.00	
July 19	20155	Mayor & Council Victory Tax	6.00	
July 26	20196	Mayor & Council Payroll	54.00	
July 26	20199	Mayor & Council Victory Tax	6.00	
				240.00
		Total Expenditures to July 31, 1943		$13,909.56

	Total Expenditures to July 31, 1943		$13,909.56
Oct. 1	Unbilled balance as of September 30, 1942 per F. W. Lafrentz Co. audit		55.00
			$13,964.56.
	County's one-half share		$ 6,982.28
	Less-		
	Check, Mar. 30, 1942	$1,000.00	
	Check, June 30, 1942	1,307.36	
	Check, Sept. 10, 1942	1,102.31	
	Check, Dec. 30, 1942	1,599.90	
	Check, Feb. 28, 1943	906.45	
	Check, June 3, 1943	557.00	6,473.02
	Balance due Mayor & Council by County Commissioners to July 31, 1943		$ 509.26

Respectfully submitted,

August 2, 1943.

Wade H. Insley, Jr.
Clerk-Treasurer

WHI nw

CITY HALL - SALISBURY, MARYLAND - August 9, 1943

The Mayor and Council met in regular session at the City Hall, Monday evening, August 9, 1943 at 7:30 P.M. with the following members present: Mayor I. Virgil Hitchens, President of Council W. T. Gardner, and Councilmen Albin A. Hayman, Claude E. Russell, John G. Howie, and Clifford H. Duffy.

1. Chief of Police Chatham presented the weekly logs for the weeks of July 25th and August 4th and August 8th, together with a report of police car and motorcycle expense. They were all ordered accepted and filed upon a motion offered by Councilman Hayman and seconded by Councilman Russell.

2. Harbor Master made a short report on the work of his department.

3. Mr. Sherman Waller and Mr. Charles Livingston presented requests to the Mayor and Council for an increase in their salaries. The Council agreed to take it under advisement.

4. The Building Inspector reported the junk yards on the street ~~south~~ North of the Southern Dairies building were almost clean and asked if the Council desired him to restrict further junk activities in that vicinity. He was informed they should make every effort to clean up the district.

5. In response to an invitation to quote on the printing of transfer books, the Mayor and Council received one bid from Eugene M. Messick as follows: $27.50 per thousand, made up in books, in duplicate, as per our copy. Since there was no other quotation offered, a motion was offered, seconded, and duly passed authorizing the purchase of the books from the lowest and only bidder Eugene M. Messick.

6. The minutes of August 2nd were read, and after some discussion they were disapproved due to the proposed change in pay rates.

7. Councilman Howie offered a motion which was seconded by Councilman Duffy to approve the minutes with the exception of the increases in salaries. The motion was later withdrawn.

8. City Clerk was authorized to write several towns, comparable in size and activities, to the City of Salisbury, requesting information on their pay rates, together with some businesses in Salisbury, upon a motion offered by Councilman Howie and seconded by Councilman Duffy.

9. A motion was offered by Councilman Hayman and seconded by Councilman Russell authorizing the establishment of appropriation ledgers for the coming new budget year.

   The motion was amended to include a review of all salaries and the establishment of a minimum and maximum for each job classification. The motion was carried.

10. The minutes of August 2nd were finally approved upon a motion offered by Councilman Hayman and seconded by Councilman Russell with the exception of that part which referred to increases in the Police Department, which were amended and which are to read as follows:

	Increase	Total
Carl Esham, Patrolman	$2.00	$32.00
Ernest T. Foskey, Patrolman	2.00	29.00
Guy L. Wilson, Patrolman	2.00	29.00
Chas. G. Huntington, Patrolman	2.00	29.00

The above increases are effective for the period expiring September 30, 1943.

11. City Engineer presented copies of agreements on easements relative to the airport drainage which were in need of completion by the City Solicitor. He was instructed to hold them until someone was designated for the work.

12. City Engineer presented a request in behalf of the Salisbury Hatcheryfor a two-inch water meter for their property, together with a copy of the letter to the War Production Board requesting the necessary authorization. It was accepted and ordered filed upon a motion offered by Councilman Hayman and seconded by Councilman Russell.

13. City Engineer presented a request in behalf of the Waller Paving Company for a two-inch meter to serve their property, together with a letter to the War Production Board requesting the necessary approval. It was ordered accepted and filed upon a motion offered by Councilman Hayman and seconded by Councilman Russell, and it was stipulated that the Superintendent of the Water Department should advise the Waller Paving Company that their water bill would be billed at the out-of-town rates so that there would be no misunderstanding.

14. Superintendent of the Water Department presented a letter from the War Production Board containing Form #WPB2687 which requested some information on Water Department inventory, especially copper tubing. Councilman Duffy offered a motion whichwas seconded by Councilman Hayman authorizing him to fill out the form and return it as requested.

City Engineer also presented a request in behalf of Mr. S. A. Mayer, 105 Brooklyn Avenue, for a concession stand privilege at the new airport for the construction period for the sale of soft drinks, sandwiches, etc. The Council took no action on the request.

15. Superintendent of the Water Department presented a written report on water consumption which was ordered received and filed upon a motion offered by Councilman Howie and seconded by Councilman Duffy.

16. Upon a motion offered by Councilman Hayman and seconded by Councilman Russell, Mayor and Council authorized the City Solicitor to draw an ordinance restricting the use of city water on lawns, etc.

17. Superintendent of the Water Department recommended to the Council that steps be taken toward an inspection of all water fixtures connected directly or indirectly to the water mains in order to check on leaks and conserve water.

18. Mayor and Council received a request from Mr. R. H. Hodgson to turn on the water at 308 Hazel Avenue. The Council found that, since the old account was still unpaid, they would be unable to turn on the water until it was cleared up.

19. A request was received from Mr. Lloyd Beard of Hammond Street for a credit on his water bill while the house was unoccupied. He forwarded the information that he had requested someone to cut the water off previously. Mayor and Council found that they would have to be guided by the ordinance which required written notice and could therefore not make the credit.

20. Mayor and Council received a letter from the U. S. Citizens' Defense Corps signed by the Director Clarke Gardner, requesting a check for Civilian Defense in the amount of $200.00. Upon a motion offered by Councilman Hayman and seconded by Councilman Russell, the Mayor and Council approved a voucher in that amount be drawn to John W. Downing, Treasurer.

21. Purchase Order No. L-145 was authorized cancelled because of a change necessary in the priority statement.

22. Mayor and Council, upon a motion offered by Councilman Hayman and seconded by Councilman Russell authorized the City Solicitor to take the necessary steps to prepare for the public auction sale of the Dale Adkins by-pass property.

23. Councilman Hayman offered a motion which was seconded by Councilman Howie to change the renewal of the two By-Pass notes about to be renewed from a six-months period to a three-months period, as follows:

County Trust Company	August 12, 1943	$10,000
Farmers and Merchants Bank	" 13, 1943	$14,000

24. Vouchers Nos. 20234 to 20272 inclusive, with the exception of Nos. 20267, 20268, 20269, 20270, and 20272, were approved and ordered signed upon a motion offered by Councilman Hayman and seconded by Councilman Russell. These above named excepted vouchers were ordered cancelled because of a change in the payroll due to a change in the pay rates approved at this meeting.

25. Councilman Hayman offered a motion which was seconded by Councilman Russell authorizing new vouchers be drawn to cover the payroll as finally approved and authorized them signed by the President of Council and City Treasurer.

26. Parking ticket #14699, issued to State of Maryland Highway official, was ordered excused upon a motion duly made and passed.

27. Mayor and Council again considered the requests of Messrs. Waller and Livingston and agreed that they would be considered at a future meeting, together with all other Municipal employees.

28. City Treasurer presented a financial statement of the General Fund for the period ending July 31, 1943.

29. City Clerk presented a report requested by the Mayor and Council giving personnel employment information on all City employees.

30. City Treasurer was instructed to request bids on 1500 vouchers in triplicate similar to the ones now in use in the Treasurer's office.

The meeting adjourned at 11:40 P.M.

APPROVED:

Aug 16. 1943
Date

ACTG. John J. Howie
President of Council

Wade H. Daly Jr.
Clerk

This letter was also sent to Salisbury Advertiser and Austin Moore, Sr.

July 28, 1943

Mr. Eugene Messick
Camden Street
Salisbury, Maryland

Dear Sir:

The Mayor and Council will receive quotations on the printing and furnishing of four (4) Property Transfer books with duplicate sheets, beginning with #4037 and containing 201 transfers per book, with three to a page, similar to the books now in use in the Treasurer's office at the City Hall, sample of which can be obtained upon request.

The quotations will be received on or before Monday, August 9th, for opening by the Mayor and Council in the City Hall at 8:00 that evening.

Yours very truly,

Wade H. Insley, Jr.
Treasurer

WHI/MR

August 3, 1943

P-9

War Production Board
Power Branch
Washington, D. C.

Gentlemen:

The Municipal Water Department is in receipt of a letter dated August 3, copy of which is enclosed, requesting water service for the following property:

Waller Paving Company
West Isabella Street
Salisbury, Maryland

An 8-inch cast iron main is available in W. Isabella Street and it is merely a matter of extending 10 linear feet of 2-inch galvanized steel pipe, including 4 - 1-inch lead services, 1 - branch connection, 1 - 2" valve, 1 - service box, and a 2-inch meter.

The Mayor and Council of Salisbury respectfully requests your permission to withdraw this material from existing inventory stock.

Very truly yours,

THE MAYOR AND COUNCIL OF SALISBURY,

C. E.

City Engineer

CG vg
encl.

cc: The Mayor and Council

August 6, 1942

Mr. Clarke Gardner
City Engineer
Salisbury, Maryland

Dear Sir:

We hereby make application for service connection for 3/4" water line with meter on West Isabella Street, Salisbury, Maryland, to the property line.

We need the services of city water very badly as all of our work is directly and indirectly in connection with the National Defense Program.

At the present time, we are working on the U. S. A. Airport at Salisbury.

This connection is urgently needed and anything that you can do to expedite the matter would be very much appreciated.

Yours very truly,
[illegible] COMPANY

J. Fulton Waller
President

E-1

August 4, 1943

P-9

War Production Board
Power Branch
Washington, D. C.

Gentlemen:

The Municipal Water Department is in receipt of a letter dated August 3, copy of which is enclosed, requesting enlargement of water service for the following property:

Salisbury Hatcheries, Incorporated
Salisbury Boulevard
Salisbury, Maryland

At the present time, this property has a 3/4-inch service and 3/4-inch meter. The present service is insufficient to meet their requirements.

A 12-inch cast iron water main is available in Salisbury Boulevard and it is merely a matter of disconnecting the present service and installing the following: 15 linear feet of 2-inch galvanized steel pipe, including 4 - 1-inch lead services, 1 - branch connection, 1 - 2-inch cut-off valve, 1 - service box and a 2-inch meter.

The Mayor and Council of Salisbury respectfully requests your permission to withdraw this material from existing inventory stock.

Sincerely yours,

THE MAYOR & COUNCIL OF SALISBURY,

C. G.

City Engineer

CG vg
encl.

cc: The Mayor and Council

CITY HALL - SALISBURY, MARYLAND - August 16, 1943

The Mayor and Council met in regular session at the City Hall, Monday evening, August 16, 1943 at 7:30 P.M. with the following members present: Mayor I. Virgil Hitchens, Councilmen Albin A. Hayman, Claude E. Russell, and John G. Howie. President of Council W. T. Gardner, who was out of town on business, and Councilman Clifford H. Duffy were absent.

1. Councilman Hayman offered a motion which was seconded by Councilman Russell naming Councilman John G. Howie as President of Council pro tem.

2. The minutes of August 9th were read and approved upon a motion offered by Councilman Hayman and seconded by Councilman Russell.

3. Police Chief Chatham presented his weekly log, his parking violation report, and Supplementary Consolidated Monthly Report, all of which were ordered accepted and filed upon a motion offered by Councilman Hayman and seconded by Councilman Russell.

4. Mayor and Council discussed the progress made on repairing the present police radio equipment and agreed to wait another week before taking any action.

5. Mr. Marsh Gollner, manager of Arcade Theatre, came before the Mayor and Council and requested permission for a Sunday night showing of "This Is The Army", the proceeds of which all go, in their entirety, to Army welfare work, such as U.S.O., etc.

   The Mayor and Council informed Mr. Gollner that if the first showing scheduled for the Sunday night performance did not begin before 9:00 P.M. they would offer no objection to the performance.

6. Mayor and Council received quotations on 600 tons 3/4" to 1/8" Slag as follows:

Pocahontas Coal Co.	$3.35 net, per ton
The Arundel Corp.	Unable to bid

   Councilman Hayman offered a motion which was seconded by Councilman Russell authorizing the bid awarded to the lowest bidder, Pocahontas Coal Company, with the provision that as much as possible of the account be paid from the unexpended General Fund #423.3 alloted to purchase of stone and the balance, if any, be paid from the Special Street Fund.

7. In response to an invitation to bid on the printing of 1500 vouchers printed in triplicate, similar to sample, the Mayor and Council received the following bids:

Eugene M. Messick & Son	$24.50
W. Austin Moore, Sr.	38.75

   Councilman Hayman offered a motion which was seconded by Councilman Russell approving purchase of the vouchers from the lowest bidder, Eugene M. Messick & Son.

8. Mr. Soma, representing B. Perini & Son, came before the Mayor and Council with a request to rent the City's grader for a one-week period. He offered the maximum OPA rate for the grader at $1.25 per hour for the City's operator. The Council informed him they would consider his request later in the evening and advise him.

9. Superintendent of the Water Department presented a quotation from the Caroline Foundry Company for four (4) manhole frames and covers 24" inside diameter at the price of $22.75 each f.o.b. Baltimore, freight allowed to Salisbury.

10. Mr. R. Zane Lazur presented a request to the Mayor and Council for a city map. Since he was identified as a responsible person, the Council saw no reason to deny him the use of a map.

11. City Engineer presented a report on the adequacy of the Municipal Water Supply in meeting peak demands during the continued dry weather. The report was ordered accepted and filed.

Councilman Hayman offered a motion which was seconded and passed authorizing the City Police be instructed, while doing patrol work, to notify owners of sprinklers that they should be turned off to conserve water, unless in operation between the hours of 6:00 to 9:00 P.M. The Plumbing Inspector was likewise authorized to do the same work, with the additional request that he make a survey of homes when possible to inspect for leaks.

The Acting City Solicitor was authorized to prepare the necessary ordinance or ordinances to compell compliance with all of the above mentioned items, upon a motion offered by Councilman Hayman and seconded by Councilman Russell.

12. Mr. C. L. Dickinson, Chairman of the Traffic Commission, came before the Mayor and Council to make a report on the request of the Airport general contractors to change the stop signs on the corner of Truitt and Church Streets to make the Stop street Church Street rather than Truitt Street, in order that they could drive straight through without stopping their trucks.

His committee found by traffic checks that the traffic on Church Street was greater than the traffic on Truitt Street and that instead of conserving fuel, if the change were made, it would increase the number of cars necessary to stop and increase the consumption of gasoline. He further reported that school traffic would soon begin at the East Salisbury School and further increase the flow of traffic on Church Street. Further, his committee was of the opinion that the public was hard to educate and that few changes in traffic rules should be made unless absolutely necessary. He therefore could not recommend that any change be made at the present time.

13. City Treasurer reported the receipt of $4196.84 as the City's share of the 1942 State income tax received by State Treasury to June 30, 1943.

14, City Treasurer reported a request from Mr. Enock Bounds for pay at the rate of $27.50 per week instead of $22.50 per week which he was paid for his work as substitute custodian at Fire House #1. Mayor and Council agreed to consider it at some future meeting.

15. Vouchers Nos. 20273 to 20304 inclusive were read, approved, and authorized signed upon a motion offered by Councilman Hayman and seconded by Councilman Russell.

16. Mayor I. Virgil Hitchens offered the name of W. W. Travers, attorney, to fill the position of Acting City Solicitor during the absence of City Solicitor Charles J. Potts, who has been called to army service.

The Council, after receiving the Mayor's recommendation, immediately confirmed him as Acting City Solicitor.

17. City Treasurer presented two letters of recommendations made by the City's auditors and recommended that they be given consideration in order that the books could be cleared up prior to the September 30th annual audit. He was instructed to hold them for the next regular meeting.

The Council Committee on decreases fixed the date of Tuesday, August 24th, as the next meeting date to review current increases and decreases.

18. City Clerk was instructed to look up any recent work on ordinances pertaining to rental of City equipment.

19. Mayor and Council, upon a motion offered by Councilman Russell and seconded by Councilman Hayman, approved the rental of the City's motor grader to B. Perini & Son for a period of one week at the maximum weekly OPA rental price with the agreement that the firm should pay the City's operator for the operation of the equipment directly to the City of Salisbury at the rate of $1.25 per hour, plus overtime, in accord with OPA regulations and directed a short agreement be prepared for their signature.

20. City Clerk was authorized to insure the Allis-Chalmers Patrol Grader for the sum of $3000. for fire and theft and to cover it with PL and PD insurance, which was to be paid by the Special Street Fund, since the check for its hire was to go to that account, upon a motion offered by Councilman Hayman and seconded by Councilman Russell.

21. City Clerk was authorized to prepare a list showing the names of the taxpayers who have not yet paid their personal property taxes together with the amount still due and owing.

The meeting adjourned at 9:30 P.M.

APPROVED:

W. T. Gordy
President of Council

Aug 23. 1943
Date

Wade H. Dashiell
Clerk

This letter was also sent to Salisbury Advertiser and Austin Moore, Sr.

August 9, 1943

Mr. Eugene Hessick
Camden Street
Salisbury, Maryland

The Mayor and Council will receive quotations on the furnishing and printing of 1500 vouchers printed in triplicate, made up in pads of 50, numbered from 20350 to 21850 inclusive.

These vouchers are the same as are now in use in the Treasurer's office and sample may be had upon request.

The quotations will be received on or before Monday, August 16, for opening by the Mayor and Council in the City Hall at 8:00 that evening.

Yours very truly,

Walter H. Insley, Jr.
Treasurer

WHI/ER

also sent VIA SPECIAL DELIVERY --

Duquesne Slag Products Co.
P.O. Box 125
Pottstown, Pa.

Arundel Corporation
Pier 2, Pratt St.
Baltimore, Md.

August 13, 1943

S-11,1

Pocahontas Coal Company
Salisbury
Maryland

Gentlemen:

Quotations will be received by letter or telegram by the Mayor and Council of Salisbury on materials noted below until 8:00 P.M. Monday, August 16, 1943:

(approximately) 600 tons 3/4" to 1/8" Slag, Gradation No. 4; delivered to our Willow Street Storate Yard, Salisbury, Maryland.

CG wg

Sincerely yours,

cc: The Mayor and Council of Salisbury

CITY HALL - SALISBURY, MARYLAND - August 23, 1943

The Mayor and Council met in regular session at the City Hall, Monday evening, August 23, 1943, at 7:30 P.M. with the following members present: Mayor I. Virgil Hitchens, President of Council W. T. Gardner, Councilmen Albin A. Hayman, John G. Howie. Councilmen Claude E. Russell and Clifford H. Duffy were absent.

1. The minutes of August 16, 1943 were read and approved upon a motion offered by Councilman Hayman, seconded by Councilman Howie.

2. Chief Chatham presented his weekly log which was ordered accepted and placed on file.

3. Chief Chatham asked if there had been any new action on the matter of the police radio. The Council agreed to look into the matter at a later time.

4. City Engineer reported sewer trouble on Huston Terrace near Locust Street. He recommended that a new connecting line be built covering about 30 ft. with a new manhole which would ease the trouble. The Mayor and Council approved.

5. City Engineer presented a request for the placing of sidewalk re-turns on Lehigh Avenue at N. Division Street to connect new sidewalk now being placed on Lehigh Avenue. The Mayor and Council agreed to consider it at some future time.

6. Mrs. Sidney Daugherty forwarded a request to the Mayor and Council for funds for the Boys' Band. Mayor and Council found that they already had contributed their full budgeted allotment plus $200. in addition, which was granted at their request against next year's budgeted allotment. City Clerk was authorized to look up the minutes on the matter and give full information to Mrs. Daugherty.

7. City Engineer presented a report containing the schedule of comparison on water consumption and recommended some steps be taken to restrict lawn sprinkling, together with a request that all property owners repair leaky plumbing fixtures. Acting City Solicitor advised the Council that it was his opinion that an ordinance providing penalty for non-compliance would not be suitable, that it was his opinion that a resolution changing, or adding to, the Water Department regulations would be the best proceedure and that the penalty could only be cutting off the water supply for failure to cooperate. Councilman Hayman offered a motion which was seconded by Councilman Howie directing that such a regularatory measure be drawn by the Acting City Solicitor.

   The Council directed the Plumbing Inspector, Mr. James A. White, to call personally on Mrs. Elizabeth Bennett, Elizabeth Street, and warn her that the Council had received numerous complaints on her use of water for lawn sprinkling purposes, and to advise her that they had been informed that very frequently it ran all night. He was further directed to inform her that the new penalty now is to cut off the water service for failure to comply.

8. The Superintendent of the Water Department presented a letter of recommendation relative to the Water Department on the following subjects:

   1. Adjust the accounts to record the actual inventory of materials on hand at the end of accounting periods. The material should then be allocated to proper maintenance and/or construction accounts originally charged therewith so that the Water Department and/or Capital Fund Accounts affected could be adjusted accordingly.

   2. Transfer the expenditures shown on the Water Department records amounting to $54,994.96 as of September 30, 1942, to the Capital Account.

   3. Repay the Water Department the sum of $6,900.55 due from other funds, as noted in Audit.

   4. Establish a system of inventory control and perpetual inventory in accordance with accounting proceedures.

   5. Take the necessary legal steps to collect or dispose of miscellaneous accounts receivable, amounting to $537.93. A schedule of these accounts are as follows:

   The Mayor and Council directed City Clerk to bring recommendations #1, 2, 3, & 4 to the attention of the City's auditors to secure their advice on those items and requested the Superintendent of the Water Department to furnish a detailed account of Item #5 for their further consideration upon a motion offered by Councilman Hayman and seconded by Councilman Howie.

9. City Engineer informed the Mayor and Council that he was unable to spare a driver to furnish B. Perini & Son with the motor grader. The Mayor and Council arrived at the decision that they would be unable to rent the grader as it was now seen that it was needed by the City.

10. City Engineer presented a request in behalf of Mr. Marion S. Ward for the purchase of the Godfrey house on the airport site. Mayor and Council appointed a committee composed of the City Engineer, Acting City Solicitor, and the Treasurer to negotiate for sale of the house subject to the approval of the County Commissioners upon a motion offered by Councilman Hayman and seconded by Councilman Howie.

11. Acting City Solicitor informed the Council he had already made up a tenative advertisement for the sale of the E. Dale Adkins property on the by-pass and could add any other property they wished to offer at the same time.

    Mayor and Council found they did not wish to offer any other property at this time and directed that the E. Dale Adkins property be advertised for sale at 10:00 A.M., September 11th, at a public auction.

12. Mayor and Council received a request from Mr. P. A. Morrison, District Engineer, State Roads Commission, for a special parking place near the Court House for State Road officials. The Council found they would be unable to grant the request as they were issuing no special parking privileges within the City, and his request would conflict with this policy.

13. After discussing the problem arising on the repair of the present police radio equipment and the purchase of a new set, the Council authorized the Mayor and a committee, composed of the Acting City Solicitor and Chief of Police, to go to Washington, if necessary, or to take whatever he felt were the necessary steps to provide for the repair or the purchase of radio equipment.

14. Vouchers Nos. 20305 to 20322 inclusive were read and approved and authorized signed upon a motion offered by Councilman Hayman and seconded by Councilman Howie.

15. President of Council W. T. Gardner informed the Mayor and Council that the Chamber of Commerce and the County Commissioners had already prepared their list of recommended names to serve on the post-war planning committee and that it was desirable for the Council to name their seven men in the very near future. The Council agreed to name their recommended representatives at the next meeting.

16. The City Treasurer presented a list of unpaid Personal Property taxes on furniture for the Council's consideration.

    The Council held the list for future study.

17. Mayor and Council received an agreement from the Art Craft Electric Supply Company relative to the purchase of electric light bulbs at an agreed discount which they requested be signed and returned.

    Since the Contract was not binding as to a quantity to be purchased, the Mayor and Council approved it and directed the President of Council W. T. Gardner to sign the agreement.

18. City Clerk presented letters from the cities of Wilmington, Hagerstown, and Dover which had been received in response to a request on salary ranges. The Clerk was directed to hold them for future consideration.

19. Mayor and Council received a request from the Salisbury Transit Company to paint certain parts of the streets as bus stops. The Council directed that the request be held for consideration at the next meeting.

20. City Treasurer presented a list of Miscellaneous Accounts Receivable which the City's auditors, F. W. LaFrentz Company had recommended that they consider for forced collection or disposal, together with a list of Street Assessments Receivable with the same recommendations from the auditors.

    Mayor and Council directed that the list be referred to the Acting City Solicitor for his recommendations, upon a motion offered by Councilman Hayman and seconded by Councilman Howie.

21. Mayor and Council approved the employment of Mr. George Driscoll in the Garbage Department and directed the Civil Service Commission be so notified.

The meeting adjourned at 10:00 P.M.

APPROVED:

8/30/43
Date

[signature]
President of Council

Wade H Mosby Jr.
Clerk

City of Salisbury

MARYLAND

August 16, 1943

WADE H. INSLEY, JR.
City Clerk-Treasurer

Mayor and Council
Salisbury
Maryland

Gentlemen:

The recent Report on Examination for the year ended September 30, 1942 prepared by F. W. LaFrentz & Company, public accountants, comments on the Capital Fund for the City of Salisbury as follows:

Street Assessments Receivable - $4,428.74:

"Detail accounts totaling $4,428.70 are set forth under Schedule No. 6. The difference of $.04 which also existed September 30, 1941 was not adjusted by us. It was noted during the examination of the detail accounts that many items dated back over a period of years and presumably uncollectible because of the Statute of Limitations. We believe it highly desirable that either the Mayor and Council or its designated authority review the detail accounts in order to determine the collectibility and/or charge-offs of the individual items. Your attention is called to the fact that no provision has been made in the attached statements for any losses resulting from non-collection of any of these accounts."

In accord with their comments, you will find attached a list of the individual charges, together with the date of charge and in accord with their recommendations, I submit them herewith for your action in order that they can be cleared up before closing our books September 30th.

Yours very truly,

Wade H. Insley, Jr.

Wade H. Insley, Jr.
Treasurer

WHI/MR

Enc.

CITY OF SALISBURY

STREET ASSESSMENTS RECEIVABLE - CAPITAL FUND
AS OF SEPTEMBER 30, 1942

Name	Date of Charge	Balance Sept.30, 1942
Charles E. Ayers	1939	$ 43.25
Wm. Agnew	1936	9.04
Fred P. Adkins	1931	28.75
L. A. Bennett	1937	24.00
I. L. Benjamin	1937	9.63
Bruce & Mary Birckhead	1934	.04 Cr.
Wilson Booth	1928	14.95
Est. D. Bratton	1931	75.00
Leah Brewington	1930-34	25.09
Mary Butcher	1934	38.72
Chas. J. Bryan	1934	17.88
Edward & Mary Bailey	1936	22.50
G. W. Brown	1936	18.00
Mrs. Hilda Bounds	1939	12.50
Ruth Campbell	1939	12.50
Robert L. Cannon	1939	12.63
Frank Cinno	1936	9.08
M. G. Calloway	1931	25.00
E. Thomas Carter	1932	21.16
Geo. Chandler	1934	49.44
Geo.Ashby-Apostolic Faith Church	1934	15.80
D. J. Clark	1936	12.60
James S. Chatham	1936	17.82
Cynthia Dashiell	1939	25.75
Davis Heirs	1939	12.50
Dr. J. McF. Dick, Est.	1939	25.00
Mary C. Disharoon	1937	9.54
Dorman & Smyth Hardware Co.	1937	6.84
Will Jas. Dashiell	1934	10.80
Geo. E. Davis	1931	25.00
Bruce V. Dickinson	1934	16.44
George Dixon	1934	18.24
Martha Dixon	1936	17.28
F. A. Disharoon	1936	9.00
Ernest Esham	1937	12.80
Frank Erwin & wife	1934	3.84
Mrs. Annie Givans	1937	9.59
Donald Graham	1937	4.64
Annie B. Gootee	1937	23.00
Myer Geablow	1931	16.65
R. D. Grier & Sons, Co.	1934	.10 Cr.
Effie Leonard	1934	.04 Cr.
Ralph H. Grier	1936	41.35
Levin J. Hastings	1925	9.60
C. T. Hastings	1931	15.00
Louder Hearn Heirs	1934	12.00
Norman L. Hearn	1933	8.75
Mrs. Nora W. Hastings	1931	25.00
R. H. Hodgson	1931	658.00
Herman Hodgson	1925-32-34	169.35
Herman Hodgson	1936	7.47

Name	Date of Charge	Balance Sept.30, 1942
Minnie Muir & Annie Heath	1936	$ 5.71
Herman Hodgson	1936	9.00
Geo. T. Huston	1936	38.25
Independent Order of Red Men	1937	2.00
Harry M. Jenkins	1931	25.00
Larmar Corp.	1934	12.00
Robert W. Jones	1934	12.00
Hattie E. Johnson	1936	7.20
Florence Kennerly	1937	10.98
Kennerly & Mitchell	1937	8.10
Chas. F. Kabisch	1931	75.00
James A. Kenny	1932	145.55
Ida E. Kersey	1931	5.00
Clinton D. Krause	1925	89.50
S.E.Cor. Booth & Lake Sts.	1934	31.68
S.W.Cor. Booth & Lake Sts.	1934	21.60
Larmar Corp.	1934	35.71
Frank Anderson	1934	8.09
Larmar Corp.	1934	9.60
Bessie Leonard	1940	7.50 Cr.
I.B.P.O.E. Lodge	1934	43.51
Geo. P. Chandler	1934	17.52
Larmar Corp.	1936	11.30
Guy Mandanici Hrs.	1937	5.40
L. W. Morgan	1937	15.66
Mrs. David J. Malone	1932	30.75
Mayor and Council	1934	136.03
Richard Miles	1934	12.00
Hooper S. Miles	1936	3.23
Richard H. Hodgson	1935	24.65
Morris & Morris	1935	126.00
J. Calvin Morris	1931	30.70
Larry Morris	1937	21.20
J. F. & M.M.Matthews	1936	4.61
John E. Niblett	1936	7.21
Boyd Niblett	1936	11.12
Lucy Mae Nevitt	1936	27.00
H. Edward Parsons	1939	20.00
Mrs. Dollie L. Purnell	1937	10.92
Albert T. Parker	1931	165.00
Elijah J. Parker	1936	35.70
E. May Perdue	1931	130.00
E. May Perdue & Mrs. Maude Laws	1931	332.40
P. D. Phillips & Bro.	1933	57.84
J. B. Porter	1935	17.43
Wm. Purnell	1932	20.95
Mrs. J. Clarence Parker	1936	8.10
Partt D. & H. Lay Phillips	1936	4.95
Edward Ragains	1939	41.88
Lloyd Richardson	1939	12.50
Georgie Reddish Hrs.	1937	7.25
Rubenston Dept. Store	1937	3.60
Jacob Rubenstone	1937	20.70
Geo. H. Robertson	1932	10.90
Mrs. L. S. Short	1937	3.15
Samuel Stoltz	1937	1.80
Salisbury Realty Co.	1937	1,200.00 Cr.
Salisbury Relaty Co.	1929-31	1,397.14

Name	Date of Charge	Balance Sept.30, 1942
Hearl & Bessie Shockley	1934	$ 7.00
Herbert C. Sturgis	1930	37.95
J. W. Taylor	1937	40.18
J.A. & Ella L. Gibson	1931	35.17
R. H. Hodgson & Seth P. Taylor	1931	25.00
Margie Tingle-Julia Jackson	1931	36.84
John M. Toulson	1936	8.31
Mrs. Mollie L. Tilghman	1939	21.13
Florence F. Truitt	1937	9.00
Helen & D. C. Weatherhead	1939	11.00
Ralph Wootten Est.	1939	44.25
A. M. Walls	1934	40.92
Mary E. West Heirs	1927	10.40
John S.T. & Dorthea Wilcox	1936	.18
G. Edward Williams	1936	14.40
J. Wimbrow Corp.	1934	24.00
Leroy W. Wimbrow	1931	75.00
S.F.Woodcock & V.E.Hudson	1931	25.00
S.F.Woodcock	1935	22.50
Cora Wright	1934	17.16
John W. & A. Wright	1936	10.80
James L. White	1936	18.00
Wm. P. Young	1934	11.28
TOTAL - Exhibit "1"		$4,428.70

City of Salisbury

MARYLAND

August 16, 1943

WADE H. INSLEY, JR.
City Clerk-Treasurer

Mayor and Council
Salisbury
Maryland

Gentlemen:

The recent Report on Examination for the year ended September 30, 1942 prepared by F. W. LaFrentz & Company, public accountants, comments on the General Fund for the City of Salisbury as follows:

Miscellaneous Accounts Receivable - $331.56:

"Sundry accounts representing charges for repairing streets, cutting weeds, etc. for the years 1936 and prior years are shown in detail in Schedule No. 2. No provision for loss has been made on any of these accounts. We recommend that appropriate action be taken to enforce collection or otherwise dispose of the accounts."

In accord with their comments, you will find attached a list of the individual charges, together with the date of charge and in accord with their recommendations, I submit them herewith for your action in order that they can be cleared up before closing our books September 30th.

Yours very truly,

Wade H. Insley, Jr.

Wade H. Insley, Jr.
Treasurer

WHI/MR

Enc.

CITY OF SALISBURY

MISCELLANEOUS ACCOUNTS RECEIVABLE * GENERAL FUND - AS OF SEPT. 30, 1942

Name	Date of Charge	Amount	Remarks
Mary Burkhead	-	$ 4.32	No Ledger sheet
Walter Disharoon	3/19/25	15.00	1 case tractor-no payments
Wm. J. Downing-Estate	8/31/31	11.25	Sidewalk, C.& Gutter-no payments
Donald Graham	4/ 8/26	2.96	Repairing street-paid $10.00
Wm. H. Holloway	9/ 4/35	2.40	Blueprints-no payments
John A. Kuhn	9/30/36	22.75	-no payments
Thomas Lankford	6/21/27	.03	No ledger sheet
John H, Laws	5/ 7/30	4.00	W.D. - no payments
W. G. Langston	6/24/30	1.00	no payments
Guy Mandanici Hrs.	8/ 9/32	4.25	Cutting weeds- no payments
Mrs. M. A. Humphreys	8/19/32	6.00	" "
Dr. E. Ryall White	8/19/32	2.00	" "
Washington Adkins	8/19/43	1.00	" "
Lloyd Richardson	8/27/32	1.25	" "
Margaret M. Phipps	8/27/32	1.25	" "
E. J. Pusey	8/27/32	1.25	" "
Harry A. Wilson	8/27/32	1.25	" "
Miss Dora Roadvine	8/27/32	1.25	" "
John H. Tomlinson	8/27/32	2.50	" "
Mrs. Lottie Fields	8/27/32	1.25	" "
Elmer C. Williams	8/27/32	1.25	" "
J. Edw. Davis	8/27/32	1.25	" "
Wallace Spring	8/27/32	1.00	" "
Ryland Taylor	8/24/36	1.50	" "
Herman Hodgson	8/24/36	4.00	" "
A. V. Williams	8/24/36	.75	" "
Mrs. Mary B. Brown	8/24/36	1.50	" "
Richardson & Davis	8/24/36	18.70	" "
Henry Morgan	12/4/30	13.80	Account ruled off
Salisbury Coal Co.	8/16/30	5.00	Materials-no payment
J. W. Toulson	1925	16.50	Street work-no payment
West Shows	5/ 4/32	161.97	Repairing street-no payments
White & Dobson	4/28/26	1.60	Repairing street-pd.$10.00 -1926
S. P. Woodcock	4/ 8/26	13.53	Repairing street-no payments
Salisbury Meter Company	1926	2.25	Repairing street-a/c ruled off
Total - Exhibit "B"		$331.56	

CITY HALL - SALISBURY, MARYLAND - AUGUST 30, 1943

The Mayor and Council met in regular session at the City Hall, Monday evening, August 30, 1943, at 7:30 P.M. with the following members present: Mayor I. Virgil Hitchens, President of Council W. T. Gardner, Councilmen Albin A. Hayman, John G. Howie, and Claude E. Russell. Councilman Clifford H. Duffy was absent.

1. Mr. Calvin Livingston came before the Mayor and Council to see what could be done on his Curb & Gutter request in front of his business property on E. Main Street. The Mayor and Council informed him they would take it up with the City Engineer immediately upon his return from his vacation and give him a definite reply.

2. Mr. Roland Prag, the Harbor Master, presented letter directed to the following, advising them that their water-front property must be repaired:

   Mr. Raymond A. Weisner
   Mr. A. M. Walls
   Estate of Hugh L. Dickerson
   Mr. Thomas H. Mitchell, Jr.
   Mr. Peter Linnett

   Mayor and Council ordered the copies placed on file.

3. Mr. James A. White presented a request for water and sewer service for Mr. William T. Brown for his filling station property on E. Main Street and Church Street. Councilman Hayman offered a motion which was seconded by Councilman Howie granting the request subject to approval of the War Production Board.

4. Mr. James A. White and the City Clerk were instructed to check on a recent request of Mr. Peter Linnett for a credit on his water bill due to an excess charge caused by a leak.

5. Mr. George Purnell reported on the quantity of paint and labor necessary to paint the bus stops as requested by the Salisbury Transit Company. The information was ordered held for the next meeting.

6. Mr. Purnell presented a letter from Mr. R. H. Hodgson on awater bill for his property at 208 Maryland Avenue. Mayor and Council found that that should be guided by their minutes of August 9th, Resolution 18, which is as follows:

   18. Mayor and Council received a request from Mr. R. H. Hodgson to turn on the water at 208 Hazel Avenue. The Council found that, since the old account was still unpaid, they would be unable to turn on the water until it was cleared up.

7. Mr. George Purnell presented an application in behalf of Mr. Glen Hastings for water service on N. Park Drive where he was planning to begin construction of a new house. It was ordered held for consideration at the next meeting.

8. Mr. W. W. Travers, Acting City Solicitor, reported that he and the City Treasurer had accepted a $50.00 deposit as part-payment on the Godfrey house located on the airport site and that Mr. Murray C. Walston had offered $100. for the property with the understanding that it should be moved within three weeks from this date.

Councilman Hayman offered a motion which was seconded by Councilman Russell approving the sale, as outlined above, to Mr. Walston.

Mayor and Council also agreed that all out-buildings not previously sold could go with the house for no additional cost.

9. The Acting City Solicitor presented Ordinance No. 495, an Ordinance to establish an additional regulation or regulations for the sale and distribution of water from the Municipal Pumping Station of the City of Salisbury, Maryland, by The Mayor and Council of Salisbury, and the use and consumption thereof by customers, users and purchasers during periods of drought or emergency caused by any other reasons.

Councilman Hayman offered a motion which was seconded by Councilman Russell approving Ordinance No. 495 for its first reading and ordering it posted in the Court House.

10. Mr. W.I. Donoho came before the Mayor and Council with a water bill in the name of Eastern Shore Oil Company which he claimed to be excessive and requested an adjustment. He pointed out that the bills before this one was received had been $3.00 or $4.00 and that this bill had jumped up $31.00 which indicated serious trouble. He further reported that the following monthly bill was down to its normal level and that he had seen no evidence of a leak nor had he done any repair work. Mayor and Council agreed to make an investigation and ordered Mr. White, the Plumbing Inspector, to report back the following week.

11. Chief Chatham presented his weekly police log which was ordered accepted and filed.

12. Chief Chatham presented a request from the Wicomico County Liquor Board for the Mayor and Council to deputize one of their employees as a special officer to check patrons of their dispensary for a rationing plan they proposed installing. The officer was to be on the Board's payroll. Mayor and Council found they had no objection to the plan.

13. City Treasurer presented a letter relative to repayments of the following accounts:

General Fund pay:	
Water & Sewer Fund - Capital	$2,629.06
1940 Sanitary Sewer Fund	1,352.51
Street Improvement Fund pay:	
General Fund (Curb & Gutter Assessments)	$ 666.74
General Fund - Parton account	921.84
P. M. & T. Fund pay:	
General Fund	$ 30.70
Water & Sewer Fund - Capital	23.50
Capital-Water & Sewer Fund pay:	
Street Improvement Fund	$1,120.50
Water Department pay:	
General Fund	$1,199.80

A copy of the letter is attached to the minutes. Councilman Howie offered a motion which was seconded by Councilman Hayman authorizing the repayment of the above mentioned loans.

14. Mr. M. T. McGowan presented a request for a license for one pool table to be used in the Wood Richardson building on E. Main Street. The matter was referred to the Chief of Police for investigation and report.

15. Mayor and Council received a letter from the Hannaman-Burroughs Company in which they requested that they be taxed only for real estate, comprising one lot on Evans Street, according to the County assessment, and for furniture and fixtures assessed at $160.00 and motor vehicles assessed at $1390.00 as per the State Tax Commission's report, and they further advised the Council that their total assessment, as made by the State Tax Commission, was on tools and machinery and heavy pieces of equipment which were not taxable by the City since most of the equipment has never been inside the City limits of Salisbury. The matter was referred to the City Solicitor for investigation and report.

16. The Acting City Solicitor and City Treasurer presented a letter of recommendations on the Miscellaneous Accounts Receivable as shown on the recent City audit, together with a recommendation on Street Assessments Receivable as shown in the recent audit, together with the recommendation that they be charged off.

Mayor and Council directed that they be withheld until the next meeting in order that a statement of the individual accounts could be attached.

17. Mayor and Council received a letter from the City Engineer in reference to recommendations and a detailed explanation of Miscellaneous Accounts Receivable dating from 7/31/29 to 8/12/41 showing also a statement showing the amount due the Water Department from other funds as per the audit of Sept. 30, 1942 and recommended that immediate action be taken for collection or disposal and for reimbursement.

Councilman Hayman offered a motion which was seconded by Councilman Howie to refer the accounts to the Acting City Solicitor and that he bill the people charged thereon for the balances due.

18. Councilman Howie offered a motion which was seconded by Councilman Hayman approving Decreases Nos. 16~~4~~27 to 17~~4~~11 inclusive, except Decrease No. 16077, and Increases Nos. 998 to 1078 inclusive and directing that they be signed by the President of Council and City Clerk.

Councilman Howie also introduced a motion that Water Department Adjustments Nos. 348A to 398A, except No. 377A, be approved. The motion was seconded by Councilman Hayman and authorized them signed by the Superintendent of the Water Department.

19. City Clerk reported a telephone call from Mackubin-Legg Company of Baltimore requesting some information on a legal opinion relative to a $25,000 bond issue of the year Jan. 1, 1929. City

Clerk was authorized to furnish the information, after a consultation with the Acting City Solicitor, upon a motion offered by Councilman Hayman and seconded by Councilman Russell.

20. Minutes of the meeting of August 23, 1943 were read and approved upon a motion by Councilman Hayman which was seconded by Councilman Howie.

21. Vouchers Nos. 20323 to 20339 inclusive, were read, approved, and ordered signed, except Voucher No. 20339, upon a motion offered by Councilman Russell and duly passed. Councilman Hayman offered a motion which was seconded by Councilman Russell directing that a new voucher be drawn in the amount of $6.90 to replace Voucher No. 20339 which was voided.

22. Mayor and Council, upon a motion offered by Councilman Russell and seconded by Councilman Howie, fixed Tuesday night, September 7th as the next meeting night for the Mayor and Council since Monday night, September 6th, fell on Labor Day, a legal holiday.

23. Mayor and Council, upon a motion offered by Councilman Russell and seconded by Councilman Howie, authorized City Treasurer to place a notice in the papers to the effect that 1943 taxes were due, without interest, prior to September 30, 1943, after which time interest would be added.

The meeting adjourned at 9:40 P.M.

APPROVED:

Sept 7 1943
Date

W. D. Garrison
President of Council

Wade H. Hadley Jr.
Clerk

August 25, 1943

P-9

War Production Board
Power Branch
Washington, D. C.

Gentlemen:

The Municipal Water Department is in receipt of an application dated August 24 requesting water service for the following property:

Severn and Blanche Murray
201 E. Locust Street
Salisbury, Maryland

An 8-inch cast iron water main is available in East Locust Street and it is merely a matter of extending 10 linear feet of ¾-inch galvanized wrought iron pipe, including one lead service, one curb stop and one service box.

The Mayor and Council of Salisbury respectfully request your permission to withdraw this material from existing inventory stock.

Sincerely yours,

THE MAYOR AND COUNCIL OF SALISBURY,

CG

City Engineer

CG vg

cc: The Mayor and Council

City of Salisbury

MARYLAND

August 27, 1943

WADE H. INSLEY, JR.
City Clerk-Treasurer

Mayor and Council
City Hall
Salisbury, Maryland

Gentlemen:

F. W. LaFrentz & Company's audit for the year ending September 30, 1942 shows several balances due various City funds.

In the last few days I have discussed these matters with Mr. A. K. Briele and suggest that the following payments be made on these accounts:

General Fund pay:	
Water & Sewer Fund - Capital	$2,629.06
1940 Sanitary Sewer Fund	1,352.51
Street Improvement Fund pay:	
General Fund (Curb & Gutter Assessments)	$ 666.74
General Fund - Part on account	921.84
Parking Meter & Traffic Fund pay:	
General Fund	$ 30.70
Water & Sewer Fund - Capital	23.50
Capital-Water & Sewer Fund pay:	
Street Improvement Fund	$1,120.50
Water Department pay:	
General Fund	$1,199.80

These payments will clear up several balances in their entirety.

Yours very truly,

Wade H. Insley, Jr.
Treasurer

WHI/MR

CITY HALL - SALISBURY, MARYLAND - AUGUST 30, 1943

At the conclusion of the regular meeting held Monday night, August 30, 1943, the Mayor and Council called an executive session. There were present: Mayor I. Virgil Hitchens, President of Council W. T. Gardner, Councilmen Albin A. Hayman, John G. Howie, and Claude E. Russell, and Councilman Clifford H. Duffy was absent.

1. In order to receive the Council's nominations for members on the Post-War Planning Commission, the President of Council called for a nomination from each member and the following names were received.

   Norman P. Holland
   R. R. Purnell
   John W. Downing
   Carroll Bounds
   Frank M. Parker
   W. T. Gardner
   I. V. Hitchens

The meeting was thereupon adjourned at 10:00 P.M.

APPROVED:

_____
Date

_____
President of Council

_____
Clerk

CITY HALL - SALISBURY, MARYLAND - SEPTEMBER 7, 1943

The Mayor and Council of Salisbury met in regular session at the City Hall, Tuesday evening, September 7, 1943, at 7:30 P.M. with the following members present: Mayor I. Virgil Hitchens, President of Council W. T. Gardner, Councilmen John G. Howie, Claude E. Russell, Clifford H. Duffy, and Councilman Albin A. Hayman was absent.

1. Minutes of August 30, 1943 were read and approved upon a motion offered by Councilman Russell and seconded by Councilman Howie.

2. Police log for the week ending Sept. 5th and gas consumption report for the month of August were presented by Chief Chatham and ordered accepted and placed on file.

3. Police Chief Chatham reported he could not recommend that a license for a pool table be issued to Tracy McGowan. Councilman Russell offered a motion which was seconded by Councilman Howie accepting the report and denying the license.

4. The Harbor Master, Mr. Roland Prag, presented his Department's report for the month of August, and it was accepted and ordered filed.

5. The Plumbing Inspector's report for the month of August was presented, ordered accepted, and placedon file.

6. Mr. Harry S. Hastings, Building Inspector, presented his report for the month of August, and it was accepted and ordered filed.

7. Building Inspector presented a communication from the office of Civilian Defense advising him of a meeting to be held in Baltimore September 10th relative to building, to which he was invited. The Council found no objection to his attending.

8. Building Inspector discussed an application for a building permit on E. Church Street, requested by Mr. D. J. Clark. The matter was left for the Building Inspector.

9. City Engineer presented a plat showing lines and grades for proposed sidewalk on E. Church Street, East of Priscilla Street, and recommended that the necessary easements be obtained.

   Councilman Duffy offered a motion which was seconded by Councilman Howie authorizing the Acting City Solicitor to secure the necessary easements of right-of-way.

10. City Engineer reported on investigation of the sidewalk in front of the Phillips property on the South side of W. Philadelphia Ave. After some discussion, a motion was offered by Councilman Howie and seconded by Councilman Russell directing the City Engineer to secure bids on replacing the sidewalk on the proper lines and level, at the property owner's expense.

11. City Engineer recommended that 10 or 15 street light shades within the corporate limits be trimmed off from 1 to 2 inches, as samples, in order to secure more street light. He reported that Col. Barrett had agreed to inspect these, after the work was done, and possibly approve them for all the street light shades. The Council found no objection to the proposal.

12. City Engineer was authorized to paint the curb on the curve near W. Main and Fitzwater Streets and to place also on the curb reflector buttons, upon a motion offered by Councilman Russell and seconded by Councilman Howie.

13. City Engineer presented a request in behalf of Mr. Brittingham Roberts to surface Wicomico Street from Camden to Oak Hill Ave. with asphalt and stone. Mr. Roberts offered to furnish all the asphalt, since it is hard for the City to obtain it. Councilman Russell offeredda motion which was seconded by Councilman Howie approving the work as requested above.

14. Mayor and Council approved the water application for Mr. William P. Brown for his filling station on E. Church Street, Ext., subject to W.P.B. approval.

15. City Engineer presenteda request from the Salisbury Transit Co. for painting some parts of the streets as bus stops.

Councilman Duffy offered a motion which was seconded by Councilman Russell approving the work, providing they would pay for the materials.

16. Upon a motion offered by Councilman Duffy and seconded by Councilman Russell, the Mayor and Council authorized the City Engineer to purchase a small quantity of water meter parts.

17. City Engineer presented some information on the water bills of the Eastern Shore Oil Company in response to a request for an adjustment. Mayor and Council found that, under the present conditions, they were unable to make any adjustments, and authorized him so advised.

18. A similar request in behalf of Mr. Peter Linnett was again discussed, and the Council found, likewise, that they were unable to make any adjustments and authorized him notified.

19. The Mayor, with the City Engineer, discussed a proposal to construct a pool in Johnson's Pond approximately 100 x 150 ft. in the rear of the Board of Education's property which he proposed be built for the use of the colored citizens. The estimated cost was $800.00. The pool was to consist of piling and some sheeting to close in the area and provide a walk and a rail about the exterior. Mayor and Council authorized the Mayor, together with the City Engineer, to discuss the matter with the Board of Education for their approval.

20. City Engineer read an article appearing as an editorial in a recent issue of the Evening Sun on Salisbury's post-war planning.

21. Acting City Solicitor presented a report in connection with a request from the Hannaman-Burroughs Company for an adjustment in their tax account. His report was written and said, in part, that Article 81, Section 7 of Sub-section 14 exempts tangible personal property of domestic corporations having capital stock

divided into shares. Section 10 of the same Article provides that stock of domestic corporations shall be assessed by the State Tax Commission. The following sections provide the method for so doing and concludes with the statement that the City was unable to do anything but to proceed with the collection of the amount certified by the State Tax Commission, since the assessment was on the value of the stock of the corporation and not on the personal property. City Clerk was directed to advise the Hannaman-Burroughs Company.

22. Acting City Solicitor reported on delinquent tax collection enforcements and informed the Council on the Elmer C. Williams advertisement and other pending accounts.

23. Ordinance No. 495, an Ordinance to establish an additional regulation or regulations for the sale and distribution of water from the Municipal Pumping Station of the City of Salisbury, Maryland, by The Mayor and Council of Salisbury, and the use and consumption thereof by customers, users and purchasers during periods of drought or emergency caused by any other reasons, was read and approved for its final reading upon a motion offered by Councilman Russell and seconded by Councilman Howie.

24. City Clerk presented a request from the Salisbury Fire Department for the convention fund alloted to them by the City. Councilman Howie offered a motion which was seconded by Councilman Duffy authorizing that vouchers be drawn for the Fire Department in the same amounts as recently presented.

25. Mayor and Council received a letter from Senator R. Fulton Waller relative to an assessment of $500. in District 5 representing furniture in the Downing Building on E. Main St. and advised the Council that this property was assessed to the Waller Paving Company and should not be assessed to him personally and requested that the necessary steps be taken to adjust the account and provide a refund. Upon a motion offered by Councilman Howie and seconded by Councilman Duffy, the Mayor and Council approved the request since it was a duplicate assessment and authorized a refund of the account.

Mayor and Council also received a letter from Senator R. Fulton Waller relative to a $3300. assessment in District 9 which was for Stock & Fixtures acquired by him from F. A. Grier & Son on Mill Street, which he sold in 1939 and which has been assessed to him from that time. He requested an adjustment of the account and a refund for any taxes he had paid. Mayor and Council requested Acting City Solicitor to check the account.

26. Mayor and Council received a report from John W. Downing, Chairman, Civilian Defense Financial Committee, which showed a balance of $154.93 on hand as of Sept. 2, 1943. It was ordered accepted and filed.

27. Mayor and Council approved Purchase Order #A1752 for 5000 tax receipts for the Treasurer's office.

28. City Clerk presented a report showing the applicants for restaurant licenses to date. The report was ordered referred to the Chief of Police in order for him to make a check of any restaurant which had not yet procured their license.

29. Acting City Solicitor was authorized to write the people still owing balances in the accounts entitled "Street Assessments Receivable" and "Miscellaneous Accounts Receivable" in order that they might be collected or marked off if worthless. The accounts are the same ones as mentioned in the minutes of August 30, 1943, Resolution #16.

30. City Engineer presented a complaint from a resident of Fitzwater Street about the amount of water used by W. B. Tilghman Inc. on their lawn in front of their office, together with some other people whose names were not mentioned in the Camden section.

31. Councilman Duffy offered the motion which was seconded by Councilman Howie and passed as follows:

"WHEREAS the continued use of water for the sprinkling of lawns, gardens, or for other outside purposes has diminished the supply to the extent that adequate reserves may not be maintained for fire fighting or for some other emergency. NOW, THEREFORE, BE IT

RESOLVED by The Mayor and Council of Salisbury that the use of water by customers, users and purchasers from the Municipal Pumping Station of the City of Salisbury for the sprinkling of lawns, gardens, or for other outside purposes shall be between the hours of 6:00 P.M. and 9:00 P.M. of each day until further notice thereof shall be given."

32. Vouchers Nos. 20341 to 20349 and Nos. 1-A to 18-A inclusive were read, approved, and ordered signed upon a motion offered by Councilman Russell and seconded by Councilman Howie.

33. Mr. George Purnell presented a request for the use of the tar machine next Saturday afternoon. Mayor and Council discussed the request and approved the rental.

34. Mayor and Council approved the payment of the ambulance charge by the Fire Department for the account of Mr. W. C. Gray and authorized it be charged to Civil Service Commission account.

35. Mayor and Council received a request from Mrs. Ruark foran increase in her salary.

36. The Mayor reported a request from Mrs. Davis of W. Philadelphia Avenue to have the police call on her andnotify her neighbor that their dog had become a nuisance.

37. The Mayor reported a request from the Lion's Club and Kiwani's Club for the City to install electric lights in the service men's shelter recently erected by their clubs on Salisbury Blvd. near Main Street.

38. Treasurer reported there was no pay check for Mr. Charles Kelly this week due to present sick leave rulings. Mayor and Council authorized no change.

The meeting adjourned at 11:00 P.M.

APPROVED:

9/13/43
Date

W. J. Gaw
President of Council

Wade H. Hadley
Clerk

CITY HALL - SALISBURY, MARYLAND - September 13, 1943

The Mayor and Council of Salisbury met in regular session at the City Hall, Monday evening, September 13, 1943, at 7:30 P.M. with the following members present: Mayor I. Virgil Hitchens, President of Council W. T. Gardner, Councilmen Albin A. Hayman, Clifford H. Duffy, John G. Howie, and Claude E. Russell.

1. The minutes of the meeting of September 7, 1943 were read and approved after amending Resolution #10 by the addition of the following: "at the property owner's expense," upon a motion offered by Councilman Russell and seconded by Councilman Howie.

2. Mr. Stanley Robins, attorney, came before the Mayor and Council for Mr. Elmer C. Williams with a proposal for his tax account settlement. He offered, in behalf of his client, to pay Mr. William's account from 1939 through 1942 inclusive, plus reasonable costs, in the event the Council marked off the year 1938, which he contended would not be collectible. He further explained that if it were not done, he intended to plead limitations. The Council agreed to consider his request and make a definite decision later during the evening.

3. Mr. Oscar Smith of South Boulevard came before the Mayor and Council with a complaint about the condition of a barn on the Gilbert Smith property on Register Street, which is in the rear of his dwelling. The Council informed him they would have the matter investigated by the Health Department and by the Building Inspector.

4. Mr. L. Atwood Bennett and Mr. S. Denmead Kolb came before the Mayor and Council in behalf of the Board of Education with a plat showing the location of lots recently secured by the Board for a new school site between Roger Street, Lincoln Avenue, and Snow Hill Road, andmade the following requests:

   1. That the City take the necessary steps to widen Prince Street from a 30 ft. street to a 50 ft. street.
   2. That Venton and Bethel Streets be opened and the necessary easements be obtained for placing the sidewalk on the property owners' land, or be acquired, in order to have a 30 ft. clearance for street purposes.
   3. That the West end of Grove and Oriole Streets be closed, since the proposed new school would be across these streets.
   4. That the East end of Grove and Oriole Streets be opened and the necessary easements be obtained for placing the sidewalk on the property owners' land, or be acquired, in order to have a 30 ft. clearance for street purposes.
   5. That the City begin the necessary planning to provide for public utilities to serve the new school property.

   The delegation informed the Council that the School Board proposed building the new school to face North on Prince Street. They also informed the Council that the Board of Education expected to offer a proposal for the payment of the costs of the utilities, similar to the arrangements made for the new East Salisbury School. They further explained that if the City took the necessary steps to acquire the right-of-way as they requested, they would take care of any costs which the City might incur.

City Engineer recommended that the request be drawn on a City map in order that it could be more easily studied. Mayor and Council informed the delegation that they would make a study of the requests as soon as the map was completed in order that they could see it better in detail.

5. Mr. S. Denmead Kolb presented a letter from the Historical Society of Wicomico County in which they requested the books, Medallion, Stone, and other articles forwarded to the City of Salisbury, Maryland, by the City of Salisbury, Wilts, England be turned over to their organization for preservation. The Council agreed to consider the request and notify Mr. William B. Tilghman, President of the organization, and Mr. S. Denmead Kolb of their decision.

6. Chief Chatham presented his parking violation report and his weekly police log, both of which were ordered accepted and filed. The Chief also presented a request to have the Police Ordinances codified and put up in a bound book. The Council took the request under consideration. Chief of Police informed the Council of his investigation of Restaurant licenses.

7. Ordinance No. 496, An Ordinance to sell the residue of the Real Estate, acquired by The Mayor and Council of Salisbury from E. Dale Adkins, et ux., by deed, dated July 7, 1941, and recorded amond the Land Records of Wicomico County, Maryland, in Liber J.W.S. No. 234, Folio 350, with the improvements thereon, now owned by The Mayor and Council of Salisbury, situate and lying in the City of Salisbury, Parsons Election District, Wicomico County, State of Maryland, unto The Calvary Baptist Tabernacle, a Maryland corporation, atand for the sum of Six Thousand Seven Hundred and Fifty Dollars ($6,750.00), was introduced for its first reading, and a motion was offered by Councilman Howie and seconded by Councilman Hayman approving it for its first reading and ordering it posted.

8. City Solicitor reported he was unable to find any ordinance relative to the rental of City equipment.

9. Mayor and Council received a report from the City Solicitor that he believed the request of Mr. R. Fulton Waller, for a decrease in his $500. assessment in District 5 and a decrease in the $3300. assessment for machinery of the old F. A. Grier & Sons Company on Mill Street, was in order and should be decreased and a proper refund made. Councilman Russell offered a motion which was seconded by Councilman Howie authorizing the decreases made and the refund.

10. Mayor and Council received a check of $15.00 from George W. Purnell for the use of the tar pot Saturday afternoon, September 11th. The Council ordered the check accepted and placed to the credit of the Special Street Fund.

11. Councilman Duffy offered a motion which was seconded by Councilman Russell authorizing a $5.00 check be drawn to the order of Enoch Bounds in order to bring his pay for work recently done in Salisbury Fire House #2 up to $27.50 per week from $22.50, the rate which he was paid.

12. Mayor and Council passed a resolution as follows: The rate of pay for all substitute custodians at Fire House #1 shall not exceed $25.00 per week or $22.50 per week at Fire House #2.

13. Vouchers Nos. 19-A to 36-A inclusive were read, approved, and ordered signed upon a motion offered by Councilman Hayman and seconded by Councilman Russell.

14. Mayor and Council discussed the City's compensation insurance and proposed that the City investigate the possibilities of the City's carrying its own insurance through a fund established for that purpose. The City Solicitor and City Treasurer were authorized to investigate the proposal.

15. Mayor and Council again considered the request of Mr. Stanley Robins in behalf of Mr. Elmer C. Williams and directed the City Solicitor to proceed with the advertisement and sale of the Williams property unless the account was settled prior to the advertised date.

16. Mayor and Council received a request from the D & H Paper Company of Salisbury for permission to place a man, at their expense, on the City dump for the purpose of collecting paper. They offered to pay the City the prevailing rate for paper thus salvaged.

    Mayor and Council approved the request upon a motion offered by Councilman Duffy and seconded by Councilman Howie.

17. City Engineer presented Purchase Order No. L-147 and a bill, covering the purchases in the amount of $168.50 for repair parts for the City's air compressor which is owned by the Water Department. Mayor and Council approved payment and ordered it charged to the Water Department, the owner of the machine.

18. City Engineer recommended that the City purchase $5000. worth of United States War Bonds for $3750. from the Water Department Depreciation Reserve Account. Councilman Russell offered a motion which was seconded by Councilman Hayman directing that the bonds be bought in the name of the Mayor and Council Water Department Depreciation Reserve Fund.

19. Mayor and Council again discussed the request of Mr. Calvin Livingston for Curb & Gutter in front of his property. City Engineer explained that Mr. Livingston would receive no relief if a curb & gutter were placed in front of his property and not continued on to the Snow Hill Road. He explained also that the curb and gutter would give him no relief unless a storm water drain could be provided on his side of the road between his building and the railroad track.

20. Mayor and Council ordered a meeting called for Friday night, September 17th at 8:00 P.M. in order to discuss any proposed budget changes for the next fiscal year.

21. City Clerk was authorized to inform the City Solicitor about a

recent request relative to the Plumbing Code of Baltimore City.

The meeting adjourned at 10:15 P.M.

APPROVED:

9/20/43
Date

W. J. Gaynor
President of Council

Wade H. Ousley Jr.
Clerk

CITY HALL - SALISBURY, MARYLAND - SEPTEMBER 20, 1943

The Mayor and Council of Salisbury met in regular session at the City Hall, Monday evening, September 20, 1943, at 7:30 P.M. with the following members present: Mayor I. Virgil Hitchens, President of Council W. T. Gardner, Councilmen Albin A. Hayman, John G. Howie, Claude E. Russell, and Councilman Clifford H. Duffy was absent.

1. The minutes of September 13th were read and approved upon a motion offered by Councilman Hayman and seconded by Councilman Russell.

2. Mr. Harry C. Adkins came before the Mayor and Council relative to a parcel of land he had expected to receive as part of his by-pass land sale agreement. This parcel was West of Lot 32 in Blk. 8 and was part of Clover Street. The Mayor and Council agreed to have the matter investigated.

3. Mr. Mervin Ellis, representing the Fire Department, came before the Mayor and Council and explained that two fire engines, one from the No. 1 company and one from the No. 2 company, were in need of pumper repairs which he estimated to be about $450.00 each. The Council authorized Mr. Ellis to have the Fire Dept. secure quotations on repairs from the American LaFrance Company.

4. Police Chief Chatham presented his weekly log, together with his Monthly Consolidated Report which were both ordered accepted and filed upon a motion offered by Councilman Hayman and seconded by Councilman Russell. He also reported his Department had been checking restaurant owners for their new licenses. TheClerk was instructed to furnish him with a new list showing all applicants and licenses issued to date.

   Chief Chatham presented a letter he had received from William P. Davies, Supt. Service Shop, General Electric Company, 429 N. Seventh Street, Philadelphia, in which it was stated that "unless we hear from you to the contrary by the end of this month (Sept. 30, 1943), we will consider the issue closed and return any order we may have had from you."

   Mayor and Council authorized the Clerk to notify the General Electric Company that the City desired to purchase the FM radio equipment which they had previously ordered from them.

   Chief Chatham reported he had been unable to locate any Ordinance prohibiting dancing after Saturday night at 12:00. P.M.

5. Mr. Hillary M. Taylor and Alton E. Hughes, representing the Kiwanis and Lions Clubs, came before the Mayor and Council and requested the City to provide the lighting for the two new shelters recently placed on the by-pass for the benefit of traveling servicemen. The Council agreed to advise them Tuesday morning of their decision in the matter.

6. The Harbor Master, Mr. Roland Prag, presented copies of letters written to Hillary Taylor, Larmar Corp., Chas., Flora, & William Holloway, and the Superintendent of the Pennsylvania Railroad Co. in which he again called their attention to the condition of the bulkhead along their water-front property. The letters were ordered accepted and placed on file.

7. Mr. Harry S. Hastings, the Building Inspector, reported he had investigated the condition of the Gilbert Smith property about which Mr. Oscar Smith had complained to the Council the evening of September 13th.

   Mr. Hastings reported that apparently the barn had been in a dirty condition but that the new tenants were no longer keeping horses or pigs and the barn had been cleaned up. The Council had not yet received a report from the Health Department.

8. Mrs. Edgar Purnell and Mrs. Walter Sheppard forwarded a message through the City Engineer for the use of a truck and driver to pick up dogs which were reported to the Humane Society, in line with their request some time ago. The Council assigned Mack Smith, now working on the dump, to these duties in conjunction with his regular work.

9. City Engineer reported the State Roads Commission would shortly forward a claim against the City of Salisbury for $3821. for delay caused in inaugurating the work on the last half of the by-pass. City Council, upon a motion offered by Councilman Hayman and seconded by Councilman Russell, authorized City Engineer to prepare a claim against the State Roads Commission for $3821. for work done by the City and paid for by the City which should have been a part of the State of Maryland by-pass expenses, such as moving fire hydrants to a new location, to provide for widening of the by-pass, relocation of sidewalks, retainer wall, etc.

10. Superintendent of the Water Department presented a letter from McCrory Stores, Inc. in which they requested some information on water analysis, service rates, and rules and regulations pertaining to water and the water department of the City of Salisbury. The Superintendent was authorized to give them the rates and water analysis and to give them any other particular information which they desired.

11. City Engineer presented a letter from Mr. P. A. Morrison of the State Roads Commission in which he requested the return of a snow fence the City is now using in the park by November 1, 1943.

12. Superintendent of the Water Department presented financial reports for the Water Department for the months of July and August which were ordered accepted and filed upon a motion offered by Councilman Hayman and seconded by Councilman Howie.

13. City Engineer presented a letter from Mr. J. H. Herendeen, Jr., Resident Engineer of the C.A.A., Salisbury, in which he advised the Mayor and Council that he expected to have another survey group who could prepare a survey of obstructions to the flight zone at the airport in the very near future.

14. City Engineer presented Purchase Order No. L-152 for 6 MH frames and covers from the City of Baltimore at $22.75 each. Councilman Hayman offered a motion which was seconded by Councilman Russell authorizing the purchase and the Mayor to sign the priority statement thereon.

15. Mr. F. A. Grier forwarded a request to the Mayor and Council for an electric light to be placed along the wharf property where the City's fire boat is now stationed to aid in its protection at night. Councilman Hayman offered a motion which was seconded by Councilman Russell authorizing the Building Inspector to secure an estimate of its cost for the next meeting of the Mayor and Council.

16. City Engineer presented a request for a set of taps and dies, size ¼" to 1" at $62.50 for the set. Councilman Hayman offered a motion which was seconded by Councilman Russell authorizing a picked committee be appointed to investigate the proposal. The President of Council appointed Councilmen Russell and Duffy as a committee of two for the purpose above named.

17. Mayor and Council authorized Mr. Wakeman Whayland to furnish weekly time sheets for payroll purposes, showing the break-down and charge to each department upon a motion offered by Councilman Russell and seconded by Councilman Hayman.

18. City Engineer presented a map showing the location of the new proposed school between Washington and Roger Streets and the Snow Hill Road and offered the following recommendations to the Council:

1. That Grove Street be closed from a new proposed street through to Roger Street.
2. That Oriole Street be closed from a new proposed street through to Roger Street.
3. That Prince Street be widened 20 ft. on the South side from Roger to Shiloh Streets.
4. That intersections near the Snow Hill Road be widened.
5. That Venton Street be widened 5 ft. on each side from Roger to Shiloh Streets making a 40 ft. street.
6. That Bethel Street be widened 5 ft. on each side from Roger to Shiloh Streets making a 40 ft. street.
7. That a new street be opened from south to north along the lands just acquired by the Board of Education from the Snow Hill Road to Washington Street.
8. That the lots caught inside of the proposed closed streets from Roger Street be exchanged with the Board of Education for lots held by them on the street in the rear of the proposed school lot.
9. That the closed street beds be given to adjoining property owners.
10. That the school be served by utilities through the new street proposed to be opened.

Mayor and Council accepted the recommendations and authorized City Engineer and Acting City Solicitor to offer them to the Board of Education and to arrange for an early meeting to discuss the matter.

19. Vouchers Nos. 37-A to 85-A inclusive were read, approved, and ordered signed upon a motion offered by Councilman Hayman and seconded by Councilman Russell.

20. After completing a study of the F. W. LaFrentz Company's recent audit of the City of Salisbury for the fiscal year ending Sept. 30, 1942, Mayor and Council passed a resolution introduced by Councilman Russell and seconded by Councilman Hayman to accept and approve it.

21. Mayor and Council considered the request presented by Messrs. Taylor and Hughes. Councilman Russell offered a motion which was seconded by Councilman Hayman that a committee be named to study the request and to contact the E.S.P.S. Company for full particulars. The Council passed the motionand President of Council appointed Councilmen Russell and Hayman to act as a committee of two to investigate the proposal and make recommendations to the Council.

22. Mayor and Council scheduled a special meeting for Friday evening, Sept. 24th to discuss the budget for the coming year.

23. City Clerk presented a letter addressed to Catherine Slemons in which a $10.00 check was to be returned and in which she was notified that her restaurant license had been denied for reasons sited therein. The Council ordered the letter approved and delivered by the Police Dept.

24. Ordinance No. 496, AN ORDINANCE to sell the residue of the Real Estate, acquired by The Mayor and Council of Salisbury from E. Dale Adkins, et ux., by deed, dated July 7, 1941, and recorded among the Land Records of Wicomico County, Maryland, ~~and~~ in Liber J.W.S. No. 234, Folio 350, with the improvements thereon, now owned by The Mayor and Council of Salisbury, situate and lying in the City of Salisbury, Parsons Election District, Wicomico County, State of Maryland, unto The Calvary Baptist Tabernacle, a Maryland corporation, at and for the sum of Six Thousand Seven Hundred and Fifty Dollars ($6,750.00), was presented for its final reading. Councilman Russell offered a motion which was seconded by Councilman Howie to approve the Ordinance and authorized it signed.

25. City Clerk presented a letter from Mackubin, Legg & Company, Baltimore, Maryland, in which they offered $7000. worth of Salisbury, Md. Water & Sewer Ext. 4 1/2% bonds to the City of Salisbury at 113 5/8, ex legal opinion, which is about a 1% yield. The Council took no action on the offer.

26. City Clerk presented a letter from Mr. W. Edgar Porter in which he advised the City as follows:

"Gentlemen:

With respect to the former Adkins property which the city has recently sold to the Calvary Baptist Church, notice is hereby respectfully served upon both of you that the usual real estate commission to Samuel S. LeCates & Company, who originated the purchaser in this case, will be expected to be paid by you to the broker at the time of settlement. If it is not paid, it is the intention of my client to bring suit against both of you for the amount of its brokerage.

Very truly yours,

(Signed) W. Edgar Porter"

The matter was referred to the Acting City Solicitor upon a motion offered by Councilman Hayman and seconded by Councilman Russell.

27. City Treasurer reported the sale of the Speed-o-graph for the sum of $25.00 to the St. Paul A.M.E. Church.

The meeting adjourned at 10:50 P.M.

APPROVED:

9/27/42
Date

W.J. Gaines
President of Council

Wash H Dooley Jr.
Clerk

CITY HALL - SALISBURY, MARYLAND - SEPTEMBER 27, 1943

The Mayor and Council of Salisbury met in regular session at the City Hall, Monday evening, September 27, 1943, at 7:30 P.M. with the following members present: Mayor I. Virgil Hitchens, President of Council W. T. Gardner, Councilmen Albin A. Hayman, Claude E. Russell, Clifford H. Duffy, and Councilman John G. Howie was absent due to illness.

1. Mr. Mervin Ellis came before the Mayor and Council with a quotation from H. H. Wilker, Specialized Fire Apparatus Inspection Service, Philadelphia, Pa., in the amount of $970.00 for repairing fire pumps #5 and 10, together with a telegram from American LaFrance Foamite Corp. advising that a letter was being forwarded. Mayor and Council held the matter for future consideration.

2. Mr. Harry S. Hastings presented a letter from the Eastern Shore Public Service Company relative to placing a light in the rear of theAtlantic Refining Company's wharf property for the City's fireboat for the sum of $14.84 per year additional. Councilman Hayman passed a motion which was seconded by Councilman Duffy authorizing the light be placed there.

3. Councilman Hayman and Councilman Russell, a committee appointed to study the lighting request of the Lion's and Kiwani's Clubs, reported lights could be placed in each booth for $1.25 per month each and that it would be necessary to place 16 ft. of 4 x 4 in the rear of each booth for the lead-in wires. Councilman Hayman offered a motion which was seconded by Councilman Russell authorizing the lights be installed as requested, subject to W.P.B.'s approval and the 3Rd Service Command's approval for the outside lights.

4. Mr. Hastings presented a request for a building permit from the Eastern Shore Public Service Co. for the construction of a coal bin under the sidewalk in front of their Commerce Street building. The request was approved upon a motion offered by Councilman Hayman and seconded by Councilman Duffy.

5. Chief Chatham reported that he and Acting City Solicitor had gone to Washington in regard to securing licenses for the new police radio equipment and informed the Council that he believed everything could be arranged without undue trouble.

6. Mr. James A. White, the Plumbing Inspector, asked if the Council desired to have the furnaces in the City Hall, Fire House #2, and the Water Plant cleaned and conditioned for winter use. The Council authorized him to have William E. Morgan clean and condition the equipment.

7. Mr. Oscar Smith came before the Mayor and Council to find out what had been done in regard to his recent request.

   The Council advised him that the Building Inspector had checked into the matter and that the Department of Health had presented a report showing no serious trouble, however the Council did agree to check up on the building dates and the building lines.

8. City Engineer reported that Mr. William F. Messick had acquired the property in the rear of Fire House #2 from G. A. Bounds & Co. and had agreed to give the Fire Dept. deed to an alley which they proposed in the rear of the house provided it was agreeable to the Mayor and Council. The Mayor and Council agreed.

9. City Engineer reported that Virgil Dale was absent last week without leave and that he had again reported for work and he had assigned him again. The Council found no objection.

10. City Engineer presented a letter from Mrs. Walter J. Powell in behalf of Mrs. Evans, 220 Camden Avenue, in which she requested a credit for water service since the house was unoccupied and had been for some time, and since she was unable to have the water actually cut off as other property was served on the same line. The Council agreed to consider the request.

11. City Engineer reported that Col. Barrett had approved cutting the dim-out shades to the bottom level of the electric bulb. Councilman Hayman offered a motion which was seconded by Councilman Russell authorizing the trimming of the shades as expediently as possible.

12. City Engineer reported that the Division Street sewer near Church Street was stopped up and that he had authorized beginning of work to remove the obstruction and had been compelled to buy 50 pieces of 2 x 10 sheeting. The Council approved.

13. City Engineer presented letters directed to the W.P.B. requesting approval for water service for James S. Jones, Mrs. Gladys Purnell Serman, and William Taylor. The Mayor and Council approved.

14. Mr. F. A. Grier, Jr. and Mr. Alton E. Hughes of the Civil Service Commission came before the Mayor and Council and reported their Commission had completed their work on the second half of the employees' qualifications for use by the City and the Commission, but since the war, conditions had changed the entire employment picture, they felt it best not to offer their recommendations for the time being in order that the City might be left free to employ whomever they could during the emergency, since the qualifications they proposed might be too rigid for the time being. They recommended that all qualifications for employees be left to the discretion of the Mayor and Council for the present.

    They suggested that they would work on the merit and pension plan if the Council desired it. The Council suggested they work on such a plan.

15. In order to hear Mrs. Wesley George, the Council called for a short executive session, during which time she explained her leave and informed the Council that it was her thought that her Department Head could give her leave whenever he approved it. Mayor and Council, after hearing her, reviewed their leave regulations, and found the regulations provided for one week vacation, plus 6 days, not consecutive, additional leave. After a thorough discussion Councilman Russell offered a motion seconded by Councilman Hayman authorizing a check be drawn for 1½ days' additional pay, which would leave the net deduction from her recent pay check of 1½ days due to overleave. The net total leave accepted was 13½ days.

16. Mayor and Council received a letter from Mr. Percy G. Sterling in which he requested a leave of absence to cover the period of his service in the armed forces, plus some reasonable allowance for his adjustment to civil life. The Mayor and Council approved the leave of absence as requested upon a motion offered by Councilman Hayman and seconded by Councilman Russell.

17. Mayor and Council received a letter from Mr. C. C. Cartwright relative to a parking ticket he had received. The matter was ordered referred to the Police Chief for investigation and report.

18. Mr. L. Atwood Bennett forwarded a letter to the Mayor and Council relative to a parking ticket he had received in which he advised the Council that someone had moved his car during his absence to a position which caused him to get the ticket. Because of the circumstances, Mayor and Council authorized the ticket excused upon a motion offered by Councilman Russell and seconded by Councilman Hayman.

19. Mayor and Council received a copy of a letter directed to Mr. W. Edgar Porter relative to the sale of the Dale Adkins property to the Calvary Baptist Tabernacle, a religous corporation.

20. City Treasurer presented a check in the amount of $45.00 drawn to the order of Ernest Mitchell in full settlement and satisfaction of all payment for indemnity due under policy on account of accident sustained by Ernest Mitchell on or about 7/4/43.

    Since the Mayor and Council had already advanced the sum to Mr. Mitchell, the check was authorized turned over to him for his signature and deposited to the credit of the Mayor and Council.

21. Vouchers Nos. 86-A to 148-A inclusive were read, approved, and authorized signed upon a motion offered by Councilman Hayman and seconded by Councilman Russell.

22. The minutes of Sept. 20, 1943 were read and approved, after amending, upon a motion offered by Councilman Russell and seconded by Council-Hayman.

23. After calling a special meeting for Wednesday evening at 7:30 P.M. for the purpose of considering the new budget, the Mayor and Council adjourned at 10:50 P.M.

APPROVED:

10/4/43
Date

W J Garrison
President of Council

Wade H Insley Jr.
Clerk

September 24, 1943

W. Edgar Porter, Esq.
Salisbury, Maryland

Dear Edgar:

The Mayor and Council of Salisbury have asked me to reply to your joint letter to them and the Calvary Baptist Tabernacle, dated September 14, 1943, concerning an alleged claim of Samuel S. Lecates, Real Estate Broker.

Insofar as it can be determined by the City, there is no obligation on their part to pay your client for any reason whatsoever. Consequently, no payment can be made on account of the claim.

Very truly yours,

William W. Travers
Acting City Solicitor

WWT:R

September 27, 1943

P-9

War Production Board
Office of Water Utilities
Washington, D. C.

Gentlemen:

The Municipal Water Department is in receipt of an application requesting water service for the following apartment house property:

James S. Jones
Lake Street
Salisbury, Maryland

A 10-inch cast iron water main is available in Lake Street and it is merely a matter of extending 9 linear feet of 3/4-inch galvanized wrought iron pipe, including one lead service, one curb stop, one service box and one 5/8 x 3/4" meter and meter vault.

This particular property has previously been served by a private line connected to three other properties and it is necessary to extend a separate service because pressure is inadequate.

The Mayor and Council of Salisbury respectfully request your permission to withdraw this material from existing inventory stock.

Very truly yours,

THE MAYOR & COUNCIL OF SALISBURY,

CG vg

City Engineer

cc: The Mayor and Council of Salisbury
Plumbing Inspector

September 27, 1943

P-9

War Production Board
Office of Water Utilities
Washington, D. C.

Gentlemen:

The Municipal Water Department is in receipt of an application requesting water service for the following residential property:

Mrs. Gladys Purnell Serman
300 Wicomico Street
Salisbury, Maryland

A 2-inch galvanized steel water main is available in Wicomico Street and it is merely a matter of extending 6 linear feet of 3/4-inch galvanized wrought iron pipe, including one curb stop and one service box. A 2 x 3/4" tee was installed in the line when built.

The Mayor and Council of Salisbury respectfully request your permission to withdraw this material from existing inventory stock.

Very truly yours,

THE MAYOR & COUNCIL OF SALISBURY,

CG vg

City Engineer

cc: ✓ The Mayor and Council of Salisbury
Plumbing Inspector

September 27, 1943

P-9

War Production Board
Office of Water Utilities
Washington, D. C.

Gentlemen:

The Municipal Water Department is in receipt of an application requesting water service for the following residential property:

William Taylor
Druid Hill Avenue
Salisbury, Maryland

A 6-inch cast iron water main is available in Druid Hill Avenue and it is merely a matter of extending 20 linear feet of 3/4-inch galvanized wrought iron pipe, including one lead service, one curb stop and one service box.

The Mayor and Council of Salisbury respectfully request your permission to withdraw this material from existing inventory stock.

Very truly yours,

THE MAYOR & COUNCIL OF SALISBURY,

City Engineer

CC vg

cc: The Mayor & Council of Salisbury
Plumbing Inspector

CITY HALL - SALISBURY, MARYLAND - SEPTEMBER 29, 1943

The Mayor & Council of Salisbury met in special session at the City Hall, Wednesday, September 29, 1943 at 8 O'clock. The following members were present: Mayor I. Virgil Hitchens, President of Council W. T. Gardner, Councilmen Claude E. Russell, Albin A. Hayman, Clifford H. Duffy with Councilman John G. Howie absent due to illness.

1. The Mayor and Council met in order to review the new General Fund budget for the fiscal year beginning October 1, 1943.

   After its review together with the final review of salaries for the new fiscal year, Councilman Russell offered a motion which was seconded by Councilman Hayman and passed approving both the budget and salary schedule for the ensuing fiscal year.

2. The Acting City Solicitor presented a deed to the Calvary Baptist Tabernacle for the Dale Adkins property on which they were high bidder at a recent public sale.

   Councilman Duffy offered a motion which was seconded by Councilman Hayman and duly passed approving the sale and authorizing the Mayor, I. Virgil Hitchens and President of Council, W. T. Gardner, to sign it for the City with the provisions that the proceeds be deposited in the By Pass Salvage Fund.

3. The Mayor and Council read and approved Voucher No. 149 A and authorized it signed.

   The meeting adjourned at 10:10.

APPROVED:

10/4/43
Date

W T Gardner
President of Council

Wade H Dashiell
Clerk

THE MAYOR AND COUNCIL OF SALISBURY
SALISBURY, MARYLAND

REVISED
BUDGET FOR FISCAL YEAR
October 1, 1943 to September 30, 1944

GENERAL FUND
PARKING METER & TRAFFIC FUND

Revised
September 29, 1943

SCHEDULE OF ANTICIPATED
REVENUE
October 1, 1943 - September 30, 1944

GENERAL FUND — September 29, 1943

INCOME FOR GENERAL PURPOSES:			
Real Property	$14,716,152.		
Personal Property	941,952.		
Personal S.T.C. (Est.)	3,000,000.		
	$18,658,104.	@ .65 per C	$121,277.67
Less 10% Reserve for Depreciation or Loss			12,127.76
			$109,149.91
OTHER SOURCES:			
Bank Stock			$ 4,500.00
State of Maryland			5,000.00
Board of Education			500.00
Licenses			1,000.00
Building Permits			250.00
Franchise Tax			1,000.00
Interest on Delinquent Taxes			3,000.00
Street Repairs & Assessments			50.00
Filing Fees and Elections			150.00
Water Department Rent			1,200.00
Wicomico County Commissioners			10,000.00
Mis'c Income			600.00
			$ 27,250.00
Total Income for General Purposes			$136,399.91
INCOME FOR SINKING FUND:			
1943 Taxes on Real & Personal Property $18,658,104. @ .30 per C			$ 55,974.31
Less 10% Reserve for Depreciation or Loss			5,597.43
			$ 50,376.88
Income from By-Pass Property			600.00
Sinking Fund Surplus on hand 3/26/43			10,000.00
Plus Estimated Sinking Fund Collections 3/26/43 to 9/30/43			3,500.00
			$ 64,476.88
REQUIREMENTS FOR SINKING FUND PURPOSES:			
Total Bond & Coupon Redemptions	$60,452.50		
Redemption of By-Pass Notes	3,000.00		
Maximum Interest charges on $24,000. By-Pass Highway Utility Notes	960.00		
	$64,412.50		$ 64,412.50
Surplus			$ 64,38

MUNICIPAL BUDGET FOR THE FISCAL YEAR ENDING 9-30-44

ACCT. NO. 1 - GENERAL GOVERNMENT:

Acct. No. 10 - Legislative Branch:		
110.1	Salaries - Mayor & Council	$ 2,100.00
110.2	Expenses - Mayor & Council	100.00
110.3	Elections & Registrations	600.00
		$ 2,800.00
Acct. No. 11 - Department of Finance:		
111.1	Salary - Clerk-Treasurer	$ 2,400.00
111.2	Salaries - Clerks	3,640.00
111.3	Stationery & Printing	500.00
111.4	Advertising & Printing	300.00
111.5	Bond - City Treasurer's Office	505.00
111.6	Telephone in Clerk's Office	75.00
111.7	Auditing	600.00
111.8	Assessments	200.00
		$ 8,220.00
Acct. No. 12 - Legal Department:		
112.1	Salary - City Solicitor	$ 400.00
112.2	Legal Expenses	300.00
		$ 700.00
Acct. No. 13 - Miscellaneous Expenses:		
113.1	Interest on Temporary Loans	$ 400.00
113.2	Membership Chamber of Commerce	25.00
113.3	Donation - Public Libraries	160.00
113.4	Donation - Salvation Army	150.00
113.6	Civil Service Commission	500.00
113.7	Miscellaneous	100.00
113.8	Compensation Insurance	800.00
113.9	Insurance on Automotive Equipment	500.00
113.10	Insurance on Buildings & Contents	250.00
		$ 2,885.00

ACCT. NO. 2 - DEPARTMENT OF PUBLIC SAFETY:

Acct. No. 14 - Fire Department:		
214.1	Custodians' Salaries	$ 7,280.00
214.2	Firemen's Fund	3,000.00
214.3	Accident Insurance	985.00
214.4	Fire Insurance on building	51.00
214.5	Fuel & Oil	700.00
214.6	Cleaning Bedrooms	168.00
214.8	Laundry	210.00
214.9	Gas - Hot Water Heater	150.00
214.10	Oil & Gasoline Fire Trucks	500.00
214.11	Repairs to Building	250.00
214.12	Repairs to Equipment	700.00
214.13	Supplies	400.00
214.14	Telephone	175.00
214.15	Fire Prevention & School	125.00
214.16	Chief's Salary	200.00
214.18	Vacation & Sick Leave	178.00
		$15,066.00

Acct. No. 15 - Police Department:		
215.1	Salary - Chief of Police	$ 2,444.00
215.2	Salaries - Regular Police	5,460.00
215.3	Salaries - Extra Police	12,376.00
215.4	Uniforms & Equipment	800.00
215.5	Auto & Motorcycle Expense	1,000.00
215.7	Telephone & Telegraph Expense	75.00
215.8	Stationery & Printing, Etc.	200.00
		$22,355.00
Acct. No. 16 - Street Lighting:		
216.1	Street Lighting	$15,000.00
Acct. No. 17 - Dept. of Building Inspector:		
217.1	Salary - Building Inspector	$ 2,184.00
217.2	Office Expense	50.00
217.3	Automobile Expense	50.00
		$ 2,284.00
ACCT. NO. 3 - DEPARTMENT OF HEALTH		
Acct. No. 18 - Health Department:		
318.1	Salary - Health Officer	$ 300.00
ACCT. NO. 4 - DEPARTMENT OF PUBLIC WORKS:		
Acct. No. 19 - Engineering Department:		
419.1	Salary - City Engineer	$ 2,100.00
419.2	Salaries - Engineering Personnel	4,104.00
419.3	Salary - Stenographer	832.00
419.4	Office Expenses	250.00
419.5	Automobile Expenses	400.00
419.6	Telephone & Telegraph Expense	100.00
		$ 7,786.00
Acct. No. 21 - Rivers & Harbors:		
421.1	Salary - Harbor Master	$ 150.00
421.2	Miscellaneous Expenses	25.00
		$ 175.00

Acct. No. 22 - Street Cleaning & Catch Basin Maintenance:		
422.1	Labor - Street Cleaning	$ 3,744.00
422.2	Labor - Catch Basin Maintenance	1,664.00
422.3	Small Tools & Supplies	100.00
422.4	Repairs to Street Cleaning Equipment	800.00
422.5	Gasoline & Oil	100.00
		$ 6,408.00
Acct. No. 23 - Street Maintenance:		
423.1	Labor	$12,116.00
423.2	Asphalt for Maintenance	6,000.00
423.3	Stone for Maintenance	3,500.00
423.4	Gasoline, Oil & Kerosene	1,200.00
423.5	Repairs to trucks	1,000.00
423.6	Repairs to other equipment	1,000.00
423.7	Small Tools & Supplies	250.00
		$25,066.00
Acct. No. 24 - Garbage Department:		
424.1	Labor	$ 9,568.00
424.2	Gasoline, Oil, & Grease	800.00
424.3	Repairs to Trucks	750.00
424.6	Telephone	45.00
424.7	Supplies	50.00
		$11,213.00
Acct. No. 25 - Municipal Park:		
425.1	Maintenance of Grounds	$ 1,852.00
425.3	Small Tools, Supplies, & Repairs	200.00
425.5	Salary - Park Police	612.00
		$ 2,664.00
Acct. No. 26 - Emergency Flood & Storm Anticipation:		
426.1	Labor & Materials	$ 1,000.00

ACCT. NO. 5 - PUBLIC PROPERTIES:

Acct. No. 27 - City Hall Building:		
527.1	Custodians' Salary	$ 598.00
527.2	Fuel	500.00
527.3	Supplies	200.00
527.4	Repairs to Building	500.00
		$ 1,798.00

Acct. No. 28 - City Yards - Mill & Willow Sts.		
528.1	Salaries to Custodians	$ 884.00
528.2	Repairs to Bldg. & Capital Improvement	500.00
528.3	Supplies	100.00
528.5	Repairs to Equipment	750.00
		$ 2,134.00

ACCT. NO. 6 - PUBLIC IMPROVEMENT

Acct. No. 30 - General Public Improvement:		
630.3	City-County Airport	$ 1,000.00
630.4	Opening & Widening Streets	1,000.00
630.7	Colored Playground	800.00
		$ 2,800.00

ACCT NO. 7 - CAPITAL EQUIPMENT

Acct. No. 34 - Purchase of Equipment:		
734.1	Police Car	$ 750.00
734.2	Police Radio	2,150.00
		$ 2,900.00

ACCT. NO. 8 - MISCELLANEOUS

Acct. No. 35 - Miscellaneous:		
835.3	Contingent Fund	$ 2,845.91
	Total	$136,399.91

APPROVED:

September 29, 1943
Date

W. T. Gardner
President of Council

Wade H. Insley, Jr.
Clerk

PARKING METER & TRAFFIC FUND
BUDGET FOR FISCAL YEAR ENDING 9-30-44

RECEIPTS

Parking Meter Collections	$8,000.00
Parking Fines	1,000.00
	$9,000.00

DISBURSEMENTS

Acct.		
1	- Salaries	$6,786.00
3	- Electricity for Lights	650.00
4	- Repairs & Parts for meters	200.00
5	- Street Signs	75.00
6	- Street Markings & Supplies	300.00
7	- Truck Expense	200.00
8	- Stationery - Printing & Supplies	100.00
9	- Insurance	60.00
10	- Audit	150.00
11	- Contingent Fund	479.00
		$9,000.00

SINKING FUND REQUIREMENTS FOR YEAR ENDING SEPTEMBER 30, 1944

Date Due				Payable	Issue
Oct.1.43	Int.	$ 922.50	Street Improvement	S.N.B.	Apr.1.31
Oct.1.43	Int.	343.75	By Pass Road of '37	F.&M.	Oct.1.37
Oct.1.43	Red.	1000.00	By Pass Rd. of '37	F.&M.	Oct.1.37
Oct.1.43	Int.	371.25	Sanitary Sewers	F.&M.	Oct.1.40
Oct.1.43	Red.	1000.00	Sanitary Sewers	F.&M.	Oct.1.40
		$3637.50			
Nov.1.43	Int.	$ 288.75	Street & Drain of '36	C.T.C.	Nov.1.38
Nov.1.43	Red.	1000.00	Street & Drain of '36	C.T.C.	Nov.1.38
Nov.1.43	Int.	481.25	By Pass Highway Utility '41	F.&M.	May 1.41
		$1770.00			
Dec.1.43	Int.	$ 67.50	Fire Department Equip.	C.T.C.	Junel.29
Dec.1.43	Int.	618.75	Sewer & Drain of '37	C.T.C.	Dec.1.37
Dec.1.43	Red.	1000.00	Sewer & Drain of '37	C.T.C.	Dec.1.37
		$1686.25			
Feb.1.44	Int.	$ 440.00	Camden Sewer	F.M.B.	Aug.1.35
Feb.1.44	Red.	1000.00	Camden Sewer	F.M.B.	Aug.1.35
Feb.1.44	Int.	720.00	Water Supply Imp. S & D	F.M.B.	Feb.1.36
Feb.1.44	Red.	1000.00	Water Supply Imp. S & D	F.M.B.	Feb.1.36
Feb.1.44	Int.	530.00	By Pass Utilities	F.M.B.	Feb.1.41
Feb.1.44	Red.	1000.00	By Pass Utilities	F.M.B.	Feb.1.41
		$4690.00			
Mar.1.44	Int.	$6750.00	Water & Sewer	C.T.C.	Mar.1.26
Mar.1.44	Red.	23000.00	Water & Sewer	C.T.C.	Mar.1.26
		$29750.00			
Apr.1.44	Int.	$ 922.50	St. Improvement	S.N.B.	Apr.1.31
Apr.1.44	Red.	5000.00	St. Improvement	S.N.B.	Apr.1.31
Apr.1.44	Int.	330.00	By Pass Road of '37	F.M.B.	Oct.1.37
Apr.1.44	Int.	360.00	Sanitary Sewers	F.M.B.	Oct.1.40
		$6612.50			
May 1.44	Int.	$ 275.00	St. & Drain of '36	C.T.C.	Nov.1.38
May 1.44	Int.	481.25	By Pass Highway Utilities	F.M.B.	May 1.41
		$ 756.25			
Jun.1.44	Int.	$ 67.50	Fire Dept. Equip.	C.T.C.	Jun.1.29
Jun.1.44	Red.	3000.00	Fire Dept. Equip.	C.T.C.	Jun.1.29
Jun.1.44	Int.	605.00	Sewer & Drain of '37	C.T.C.	Dec.1.37
		$3672.50			
Aug.1.44	Int.	$ 420.00	Camden Sewer	F.M.B.	Aug.1.35
Aug.1.44	Int.	705.00	Water Supply Imp. S & D	F.M.B.	Feb.1.36
Aug.1.44	Int.	520.00	By Pass Highway Utilities	F.M.B.	Feb.1.41
		$1625.00			
Septl.44	Int.	$6232.50	Water & Sewer	C.T.C.	Mar.1.26
			Total	$60,452.50	

SINKING FUND REQUIREMENTS
CONTINUED

Street Improvement	Interest	$1845.00	
	Redemption	5000.00	$6845.00
By Pass Road of '37	Interest	$ 673.75	
	Redemption	1000.00	1673.75
Sanitary Sewers	Interest	$ 731.25	
	Redemption	1000.00	1731.25
Street & Drain of '36	Interest	$ 563.75	
	Redemption	1000.00	1563.75
By Pass Highway Utilities of '41	Interest	$ 962.50	962.50
Fire Dept. Equipment	Interest	$ 135.00	
	Redemption	3000.00	3135.00
Sewer & Drain of '37	Interest	$1223.75	
	Redemption	1000.00	2223.75
Camden Sewer Acquisition	Interest	$ 860.00	
	Redemption	1000.00	1860.00
Water Supply Imp. & Sewer Drain of '36	Interest	$1425.00	
	Redemption	1000.00	2425.00
By Pass Road & Public Utility	Interest	$1050.00	
	Redemption	1000.00	2050.00
Water & Sewer	Interest	$12982.50	
		23000.00	35982.50
			$60452.50
Interest on Bonds		$22452.50	
		38000.00	
			$60452.50

WATER DEPARTMENT BOND & INTEREST REQUIREMENTS
ENDING SEPTEMBER 30, 1944

Date Due				Payable	Issue
Nov.1.43	Int.	$1125.00	Water & Sewer	C.T.C.	May 1.28
Nov.1.43	Int.	1552.50	Water & Sewer	C.T.C.	May 1.31
Nov.1.43	Int.	632.50	Water & Sewer of '38	F.M.B.	Nov.1.38
Nov.1.43	Red.	1000.00	Water & Sewer of '38	F.M.B.	Nov.1.38
		$4310.00			
Dec.1.43	Int.	$ 22.50	Water & Sewer Extension	C.T.C.	Junel.30
Jan.1.44	Int.	$ 562.50	Water & Sewer	S.N.B.	Jan.1.29
Jan.1.44	Red.	3000.00	Water & Sewer	S.N.B.	Jan.1.29
Jan.1.44	Int.	701.25	Water & Sewer of '37	F.M.B.	Jan.1.37
Jan.1.44	Red.	2000.00	Water & Sewer of '37	F.M.B.	Jan.1.37
Jan.1.44	Int.	348.75	Sanitary Sewers of '39	F.M.B.	Jul.1.39
		$6613.50			
Feb.1.44	Int.	$1462.50	Water & Sewer	C.T.C.	Aug.1.27
Feb.1.44	Int.	900.00	Water & Sewer of '34,Series	AF.&M.	Feb.1.34
Feb.1.44	Red.	1000.00	Water & Sewer of '34 "	F.M.B.	Feb.1.34
		$3362.50			
May 1.44	Int.	$1125.00	Water & Sewer	C.T.C.	May 1.28
May 1.44	Int.	1552.50	Water & Sewer	C.T.C.	May 1.31
May 1.44	Red.	2000.00	Water & Sewer	C.T.C.	May 1.31
May 1.44	Int.	618.75	Water & Sewer of '38	F.M.B.	Nov.1.38
		$5296.25			
Jun.1.44	Int.	$ 22.50	Water & Sewer Extension	C.T.C.	Jun.1.30
Jun.1.44	Red.	1000.00	Water & Sewer Extension	C.T.C.	Jun.1.30
		$1022.50			
Jul.1.44	Int.	$ 495.00	Water & Sewer	S.N.B.	Jan.1.29
Jul.1.44	Int.	673.75	Water & Sewer of '37	F.M.B.	Jan.1.37
Jul.1.44	Int.	348.75	Sanitary Sewersof '39	F.M.B.	Jul.1.39
Jul.1.44	Red.	1000.00	Sanitary Sewers of '39	F.M.B.	Jul.1.39
		$2517.50			
Aug.1.44	Int.	$1462.50	Water & Sewer	C.T.C.	Aug.1.27
Aug.1.44	Red.	3000.00	Water & Sewer	C.T.C.	Aug.1.27
Aug.1.44	Int.	880.00	Water & Sewer of '34,"Series A"	F.&M.	Feb.1.34
		$5342.50			
			Total	$28,486.25	

Water & Sewer Bonds

Interest	$14,486.25
Redemption	14,000.00
	$28,486.25

CITY HALL - SALISBURY, MARYLAND - OCTOBER 4, 1943

The Mayor and Council of Salisbury met in regular session at the City Hall, Monday evening, October 4, 1943, at 7:30 P.M. The following members were present: Mayor I. Virgil Hitchens, President of Council W. T. Gardner, Councilmen Claude E. Russell, Albin A. Hayman, John G. Howie, and Clifford H. Duffy.

1. Chief Chatham presented weekly logs for September 26 and October 4 which were both accepted and ordered filed.

2. Chief Chatham reported on the C. C. Cartwright parking ticket. Councilman Duffy offered a motion which was seconded by Councilman Hayman to excuse parking ticket 15540 issued to Mr. Cartwright with the instructions that Chief Chatham advise Mr. Cartwright that he should not abuse his privilege.

3. Acting City Solicitor, Mr. Travers, reported writing letters to Senator Radcliffe and Congressman Ward enlisting their aid and requesting approval for the police radio license required for the City police.

4. The Harbor Master presented his report for the month of September. It was ordered accepted and filed upon a motion offered by Councilman Howie and seconded by Councilman Hayman.

5. The Building Inspector, Mr. Hastings, presented his report for the month of September which was ordered accepted and filed upon a motion offered by Councilman Hayman and seconded by Councilman Howie.

6. The Building Inspector presented a request from residents of Buena Vista Avenue, near Highland Street, for a street light near the street intersection. He also presented an estimate from the Eastern Shore Public Service Company in the amount of $22.40 per year additional for the light. The light was approved and ordered installed upon a motion offered by Councilman Duffy and seconded by Councilman Howie.

7. The Plumbing Inspector, Mr. James A. White, presentedhis report for the month of September. It was ordered accepted and filed upon a motion by Councilman Howie and seconded by Councilman Hayman

8. At 8:00 P.M. the Mayor and Council opened bids on the following item:

   200 Voucher register sheets identical with sample on file at the office of the Water Department, City Hall.

   The only bid received was from the Salisbury Advertiser in the amount of $21.47. Councilman Duffy offered a motion which was seconded by Councilman Howie authorizing acceptance of the offer.

9. James Stewart came before the Mayor and Council and requested financial aid for continuing the nursery schools located on Lake Street and on Wailes Street. He explained that the Board of Education had notified him that the rate would be $3.00 per week per child unless some means of financial aid could be secured.

Councilman Duffy offered a motion, after some discussion, which was seconded by Councilman Howie and passed authorizing a $200.00 contribution, provided the County Commissioners would authorize a similar contribution in a substantial amount. The donation was to be from the Contingent Fund.

10. Ordinance No. 497, An Ordinance to prohibit the lending, leasing, or hiring of any equipment, machinery or other personal property owned by The Mayor and Council of Salisbury, by any agent, servant or employee thereof, and to regulate the lending, leasing and hiring thereof by the said The Mayor and Council of Salisbury, was introduced and passed for its first reading and ordered posted upon a motion offered by Councilman Hayman and seconded by Councilman Russ

11. Acting City Solicitor informed the Council that it would be necessa to present an application for self-insurance to the State Accident Commission for their approval if the City desired to carry its own compensation insurance. Councilman Hayman offered a motion which was seconded by Councilman Howie authorizing the Mayor, President of Council, and City Clerk to sign the application as prepared for presentation to the State Accident Commission.

Acting City Solicitor advised the Council that it was his opinion that, should the City adopt to carry its own compensation insurance it should re-insure against ~~all individual claims~~ any one accident above $5000.00.

12. Mayor and Council authorized City Clerk to secure information and estimates on the cost of $5000. extended compensation insurance as mentioned above.

13. City Engineer informed the Council that Mr. Ralph Grier had requested some information about an old Curb & Gutter charge in his name. He informed the Council that Mr. Grier advised him he did not owe the bill in full. Mayor and Council authorized the City Treasurer to accept the amount as described by Mr. Grier.

14. City Engineer presented a report prepared for State Roads Commission relative to extra work performed by the Mayor and Council of Salisbury in connection with construction of the Salisbury By-Pass by the Maryland State Roads Commission. Mayor and Council discussedd the matter and upon a motion offered by Councilman Hayman and seconded by Councilman Howie ordered the matter held and attached to the minutes.

15. Mayor and Council received a letter from Peninsula General Hospital informing the Council that they were proceeding with the repair of sidewalk on W. Locust Street.

16. Superintendent of the Water Department presented the following applications:

	Location
For Water:	
James S. Jones	Lake Street
Severn & Blanche Murray	201 E. Locust St.
Wm. Taylor & Jessie N. Taylor	W. Druid Hill Ave.
George T. Huston	S. Division St.
For Sewer Connection:	
Severn & Blanche Murray	E. Locust St.

Superintendent of the Water Department informed the Council that the W.P.B. had relaxed its regulations and would permit this type of installations without their approval. Mayor and Council approved the work.

17. After some discussion Mayor and Council agreed that a committee should be appointed to arrange a dedication ceremony for the formal opening of the new Salisbury-Wicomico County Airport. Councilman Hayman offered a motion which was seconded by Councilman Duffy authorizing the Mayor and President of Council be named as a committee of two for this purpose.

18. City Engineer informed the Mayor and Council that some shades on the street lights had been cut for samples.

19. Mayor and Council received a request from John W. Downing, Chairman of Finances Committee of Civilian Defense for $100.00 for their fund. The request was approved upon a motion offered by Councilman Hayman and seconded by Councilman Howie.

20. Mayor and Council received a letter from Mr. Sanford Toadvine in which he stated he would repair his sidewalk as early as possible.

21. Mayor and Council received a letter from Mrs. Herman W. Dennis, President of the Colored Library, in which she thanked the Mayor and Council for its donation to the library.

22. Mayor and Council received a verbal invitation to attend a display of chemical warfare to be held in the high school stadium the coming Sunday afternoon.

23. Vouchers No. 150-A to 171-A inclusive were read, approved, and authorized signed upon a motion offered by Councilman Hayman and seconded by Councilman Russell.

24. Minutes of the meeting of September 27th were read and approved upon a motion offered by Councilman Hayman and seconded by Councilman Russell.

25. Minutes of the meeting of September 29th were read and approved upon a motion offered by Councilman Hayman and seconded by Councilman Russell.

26. Mayor and Council received a letter from Roberts Industries in which they requested something be done in regard to the surfacing of Fitzwater Street from First Street to Parsons Road. Councilman Hayman offered a motion which was seconded by Councilman Russell that the request be referred to the City Engineer for investigation and report.

27. City Clerk was authorized to forward a street lighting order for a street light at $14.84 per year additional to the Eastern Shore Public Service Company for a light to be located on the wharf property of Atlantic Refining Company, W. Main Street, Salisbury, Md.

28. Mayor and Council received a report from John W. Downing, Chairman of Finance Committee, Civilian Defense, reporting a balance of

$17.69 on hand October 2, 1943. The report was ordered placed on file.

29. City Treasurer reported there was on hand in advance 1943 tax collections for the General Fund $90,199.10 and that there was on hand for the Sinking Fund from 1943 Sinking Fund's share of tax collections $35,726.50. The report further stated that there would be brought forward from the end of the past fiscal year approximately $22,916.87 for Sinking Fund purposes.

City Treasurer was authorized to deposit $20,000. in the Sinking Fund at the County Trust Company and to deposit $15,726.50 in the Sinking Fund at the Salisbury National Bank.

The report further stated that the cash balance on hand in the General Fund last year at approximately the same time, after payment of outstanding notes, was $29,805.77.

The meeting adjourned at 10:09 P.M.

APPROVED:

Oct 11, 1943
Date

W. J. Garrey
President of Council

Wade H Insley Jr.
Clerk

City of Salisbury

MARYLAND

DEPARTMENT OF PUBLIC WORKS
CLARKE GARDNER
CITY ENGINEER

Put in Minutes

September 22, 1943

S-10

Mr. William W. Travers
Acting City Solicitor
Salisbury Building & Loan Building
Salisbury, Maryland

Dear Mr. Travers:

At the regular meeting of the Mayor and Council held on September 20, the writer was authorized to prepare estimates covering extra work performed by the City due to changes being made by the State Roads Commission in the construction of the Salisbury By-Pass.

Our letter of transmittal, dated September 22, to Mr. Wilson T. Ballard, Chief Engineer, Maryland State Roads Commission, together with bill supported by Engineer's Estimates, entitled Exhibits A, B, C, D and E, to the extent of $3831.89, is enclosed.

This data, together with the necessary legal documents, are to be forwarded to the State Roads Commission at the earliest practicable date.

Sincerely yours,

Clarke Gardner

City Engineer

CG vg
encls.

cc: The Mayor and Council of Salisbury

City of Salisbury

MARYLAND

DEPARTMENT OF PUBLIC WORKS
CLARKE GARDNER
CITY ENGINEER

September 22, 1943

S-10

Mr. Wilson T. Ballard
Chief Engineer
State Roads Commission
108 E. Lexington Street
Baltimore, Maryland

Dear Mr. Ballard:

At a conference held in the office of Mr. P. A. Morison, District Engineer, in Salisbury, Maryland, on September 20 a claim was presented by the State Roads Commission against The Mayor and Council of Salisbury in the amount of $3821.

This claim, with supporting documents, covered alleged increase in cost of contract work performed by Phillips Brothers. After a thorough discussion of the claim, it was mutually agreed that the Mayor and Council of Salisbury should present a bill to the State Roads Commission for extra work done by the City in the amount of $3831.89.

The agreement reached at the conference was confirmed by the Mayor and Council at their regular meeting held during the evening of September 20. Under these circumstances, I am enclosing a bill, supported by City Engineer's estimates, totaling $3831.89 for extra work necessitated by changes in the original plans as prepared by the State Roads Commission.

It is understood that payment of the City's bill and the Contractor's claim is subject to an agreement to be prepared by the City Solicitor of Salisbury, Maryland, and the attorney to the State Roads Commission.

Sincerely yours,

Clarke Gardner

City Engineer

CG vg
encls.

cc: The Mayor and Council of Salisbury

MAYOR
I. VIRGIL HITCHENS
CITY SOLICITOR
CHAS. J. POTTS
CITY ENGINEER
CLARKE GARDNER
CLERK-TREASURER
WADE H. INSLEY, JR.

City of Salisbury

MARYLAND

MEMBERS OF COUNCIL
W. T. GARDNER, PRES.
ALBIN A. HAYMAN
JOHN G. HOWIE
CLAUDE E. RUSSELL
CLIFFORD H. DUFFY

September 22, 1943

State Roads Commission
Salisbury, Maryland

debtor to

The Mayor and Council of Salisbury
Salisbury, Maryland

For: Extra work performed by the Mayor and Council of Salisbury in connection with the construction of the Salisbury By-Pass by the Maryland State Roads Commission --

Replacement of sidewalk, curbs and gutters at the intersection of North Division Street and Salisbury By-Pass due to change in grade; in accordance with City Engineer's Estimate dated August 10, 1942, and entitled "Exhibit A"..	$ 559.46
Replacement of sidewalk on East Main Street and Salisbury By-Pass; East Isabella Street and Salisbury By-Pass; in accordance with City Engineer's Estimate dated September 14, 1942, and entitled "Exhibit B"	159.71
Construction of Masonary Retaining Wall abutting the property of Fitzhugh L. Insley, located on the Salisbury By-Pass near East William Street; in accordance with City Engineer's Estimate dated November 15, 1942, and entitled "Exhibit C"	1265.00
Extra work necessary to complete drainage system at the intersection of Salisbury By-Pass and North Division Street due to change in grade; also, relocation of fire hydrants due to widening of Salisbury By-Pass roadway width from 56' to 60' between curbs; in accordance with City Engineer's Estimate dated November 20, 1942, and entitled "Exhibit D"	1356.00
Sidewalk replacement at street corners intersecting the Salisbury By-Pass; in accordance with City Engineer's Estimate dated December 31, 1942, and entitled "Exhibit E"	491.72
TOTAL	$3831.89

MAYOR
I. VIRGIL HITCHENS
CITY SOLICITOR
CHAS. J. POTTS
CITY ENGINEER
CLARKE GARDNER
CLERK-TREASURER
WADE H. INSLEY, JR.

City of Salisbury

MARYLAND

MEMBERS OF COUNCIL
W. T. GARDNER, PRES.
ALBIN A. HAYMAN
JOHN G. HOWIE
CLAUDE E. RUSSELL
CLIFFORD H. DUFFY

August 10, 1942

EXHIBIT A

Engineer's final estimate of work done by Paul V. Downing for The Mayor and Council of Salisbury, Maryland. Curb and Gutter, Sidewalk and Special Curb on North Division Street and Salisbury Boulevard between Livingston Street and end of new road construction at foot of Over-pass Bridge.

2552 sq.ft. Plain Concrete Sidewalks, @ $0.18 per foot	$459.36
299 lin.ft. Plain Special Curb, @ $0.15 per lin.ft.	44.85
65 lin.ft. Plain Curb & Gutter, @ $0.85 per lin.ft.	55.25
Total	$559.46

Approved,

George W. Purnell

Assistant Engineer

GWP vg

MAYOR
I. VIRGIL HITCHENS
CITY SOLICITOR
CHAS. J. POTTS
CITY ENGINEER
CLARKE GARDNER
CLERK-TREASURER
WADE H. INSLEY, JR.

City of Salisbury

MARYLAND

MEMBERS OF COUNCIL
W. T. GARDNER, PRES.
ALBIN A. HAYMAN
JOHN G. HOWIE
CLAUDE E. RUSSELL
CLIFFORD H. DUFFY

September 14, 1942

EXHIBIT B

Engineer's final estimate of work done by Paul V. Downing for The Mayor and Council of Salisbury, Maryland. Curb and Gutter, and Sidewalk on E. Main Street and Salisbury Boulevard and E. Isabella Street and Salisbury Boulevard.

62.3 lin.ft.	curb and gutter	@ $0.85 per ft.,	$ 52.95
16.7 lin.ft.	plain curb	@ $0.40 per ft.,	6.68
556.0 sq.ft.	sidewalk	@ $0.18 per sq.ft.	100.08
		Total	$159.71

Approved,

George W. Purnell

GWP vg

Assistant Engineer

MAYOR
I. VIRGIL HITCHENS
CITY SOLICITOR
CHAS. J. POTTS
CITY ENGINEER
CLARKE GARDNER
CLERK-TREASURER
WADE H. INSLEY, JR.

City of Salisbury

MARYLAND

MEMBERS OF COUNCIL
W. T. GARDNER, PRES.
ALBIN A. HAYMAN
JOHN G. HOWIE
CLAUDE E. RUSSELL
CLIFFORD H. DUFFY

November 15, 1942

EXHIBIT C

Engineer's estimate of the cost of a masonary retaining wall built by The Mayor and Council of Salisbury for Fitzhugh L. Insley, on the West side of Salisbury Boulevard at E. William Street.

125 tons Rubble Stone	@ $2.00	$ 250.00
6000 Common Brick	@ $0.0175	105.00
34 cu.yds. Mortar	@ $8.50	289.00
5 cu.yds. Concrete	@ $7.00	35.00
Labor, Overhead, etc.		586.00
	Total	$1,265.00

Approved,

George W Russell

Assistant Engineer

GWP vg

MAYOR
I. VIRGIL HITCHENS
CITY SOLICITOR
CHAS. J. POTTS
CITY ENGINEER
CLARKE GARDNER
CLERK-TREASURER
WADE H. INSLEY, JR.

City of Salisbury

MARYLAND

MEMBERS OF COUNCIL
W. T. GARDNER, PRES.
ALBIN A. HAYMAN
JOHN G. HOWIE
CLAUDE E. RUSSELL
CLIFFORD H. DUFFY

November 20, 1942

EXHIBIT D

Engineer's estimate of extra work necessary to complete drainage system and relocation of fire hydrants due to widening of Salisbury Boulevard, between East Main Street and Overhead Bridge.

163 lin.ft. 12" storm water sewer @ $2.00 per ft.	$ 326.00
17 fire hydrants relocated @ $50.00 each	850.00
3 inlets, complete @ $60.00 each	180.00
Total	$1356.00

Approved,

George W. Purnell

GWP vg

Assistant Engineer

MAYOR
I. VIRGIL HITCHENS
CITY SOLICITOR
CHAS. J. POTTS
CITY ENGINEER
CLARKE GARDNER
CLERK-TREASURER
WADE H. INSLEY, JR.

City of Salisbury

MARYLAND

MEMBERS OF COUNCIL
W. T. GARDNER, PRES.
ALBIN A. HAYMAN
JOHN G. HOWIE
CLAUDE E. RUSSELL
CLIFFORD H. DUFFY

December 31, 1942

EXHIBIT E

Engineer's final estimate of work done by the Pocahontas Coal Company for The Mayor and Council of Salisbury, Maryland, at street corner intersections of Salisbury Boulevard.

2408.2 sq.ft. sidewalk @ $0.20 per sq.ft.		$481.64
12.6 lin.ft. curb & gutter @ $0.80 per lin.ft.		10.08
Total		$491.72

Approved,

George W. Purnell

Assistant Engineer

GWP vg

CITY HALL - SALISBURY, MARYLAND - OCTOBER 11, 1943

The Mayor and Council of Salisbury met in regular session at the City Hall, Monday evening, October 11, 1943, at 7:30 P.M. The following members were present: Mayor I. Virgil Hitchens, President of Council W. T. Gardner, Councilmen Claude E. Russell, Albin A. Hayman, John G. Howie, and Clifford H. Duffy.

1. The minutes of the meeting of October 4th were read and approved after amending Resolution No. 11 to read as follows: "reinsure against any one accident above $5,000." and No. 16 to read "for sewer connections" instead of "for sewer", upon a motion offered by Councilman Russell and seconded by Councilman Howie.

2. Chief Chatham presented his weekly log, his parking violations report, and his gasoline consumption report, all of which were ordered accepted and filed, upon a motion offered by Councilman Hayman and seconded by Councilman Howie.

3. Chief Chatham presented a letter from J. M. Benson, General Manager, Virginia Auto Mutual Insurance Company, relative to an accident of the Savage Truck lines of Norfolk, Virginia, which on September 28, 1943, damaged a traffic light signal on U. S. Route 13 in the City of Salisbury, in which they requested information as to nature and extent of the damage for aid in their investigation. The matter was ordered referred to the Acting City Solicitor, City Engineer, and Chief Chatham to reply and forward a bill.

4. Chief Chatham presented a quotation on a new Delux Ford without a spare tire from the Cavanaugh Motors Incorporated in the amount of $754.21. Councilman Hayman offered a motion which was seconded by Councilman Russell approving the purchase of a new police car if it could be procured for the sum of $750.00.

5. Chief Chatham presented a report on a call from the Board of Education in which he was requested to aid in having school children walk in places other than the street in the vicinity of the colored school on Lake Street, since there had been recently an accident and since it was a very dangerous practice. The Chief informed the Council that he would do everything he could to aid in breaking up this practice. (See amendment at end of minutes.)

6. Mr. Clarence Bell came before the Mayor and Council and requested some action be taken toward paving some part of Patterson Street as the dust and dirt was almost too heavy to make the street livable. The Council agreed to look into the situation.

7. Mr. Harry S. Hastings reported he was unable to find anyone to cut weeds inthe City and that the property owners informed him they were likewise unable to comply with any of his recent requests.

8. Plumbing Inspector, Mr. White, reported that Mr. Aubrey Bailey had recently bought the W. B. Tilghman property on Main Street adjacent to the Wicomico River and that he had received a request from the W. B. Tilghman Company to cut off the water from the Turner Bros. property adjacent to this building on Main Street since the building was unoccupied. He reported that when he went to cut off the water

from the Turner Bros. building, he also cut the water off from the Bailey Building since there was no individual connection. He presented a request for separate water connection for the Bailey Building. Mayor and Council authorized the Plumbing Inspector to look up the Code and more fully investigate the request and report back at the next meeting, after consultation with the Acting City Solicitor.

9. Harbor Master had no report to offer.

10. Mr. George Purnell, acting for the City Engineer, presented the following quotations on recapping a garbage truck tire:

Firestone	$11.25
Hi Mileage Treads	9.00

Councilman Russell offered a motion which was seconded by Councilman Howie authorizing the acceptance of the lower bid, Hi Mileage Treads.

11. Mr. Purnell also presented bids on 10,000 gallons of RC2 asphalt, delivered to the City tank, as follows:

Mexican Petroleum Products Co. - $.0814 plus 3/10¢ per gallon
John R. Hitchens, Inc. - - - - - $.10½ per gallon

Councilman Russell offered a motion which was seconded by Councilman Hayman authorizing the award made to the lower bidder, Mexican Petroleum Products Company.

12. Mr. Purnell presented an estimate on the repair to the traffic light as mentioned in Resolution #3 in the amount of $82.11.

13. Mr. Purnell presented a written report on the repairs of Fitzwater Street and College Avenue which was read before the Council. The Mayor requested that an estimate be presented on the cost of surfacing Downing Street from the By-Pass eastward for possibly 150 ft.

Councilman Russell offered a motion which was seconded by Councilman Duffy authorizing Fitzwate Street to be oiled and slaged.

14. C. & P. Telephone Company forwarded a written request for permissio to locate a telephone pole on the corner of Lake and Isabella Sts. and anotherpole at the intersection of E. William and Truitt Sts. in accord with a diagram submitted. The Mayor and Council found no objection to granting the request.

15. Mr. Purnell presented a report from the City Engineer on the dumping of chickens and eggs on the City dump by the Salisbury hatcheri He reported that Mr. Gardner had ordered the practice ceased as it is a menace to public health. The Mayor and Council confirmed the City Engineer's order.

16. Mr. Purnell presented a request from Mr. Cook for some broken brick bats and blocks located at the colored play ground on Lake Street. Mayor and Council found they did not want to give any of the articles away.

17. Mr. Purnell presented the City Engineer's report on the operations of the Water Department for the six months ending June 6, 1943. It was ordered accepted and placed on file.

18. Ordinance No. 497, An Ordinance to prohibit the lending, leasing or hiring of any equipment, machinery or other personal property owned by The Mayor and Council of Salisbury by any agent, servant or employee thereof, and to regulate the lending, leasing and hiring thereof by the Said The Mayor and Council of Salisbury, was presented and passed for its final reading upon a motion offered by Councilman Howie and seconded by Councilman Duffy.

19. The Mayor and Council directed the City Treasurer to check with the County Commissioners on the method of making payments to the Nursery School Project before issuing a voucher.

20. Mayor and Council approved a request received from Mrs. Kolb for the $150.00 contribution to the Wicomico County Library and ordered a check in that amount made.

21. Mr. Samuel L. Dennis forwarded a request to the Mayor and Council for a renewal of his lease of City property in Salisbury Election District for another year in accord with his recent lease. Mayor and Council approved and directed the City Clerk to advise him by letter that they would renew the contract for another one-year period.

22. Vouchers Nos. 172-A to 214-A inclusive were read, approved, and ordered signed upona motion offered by Councilman Hayman and seconded by Councilman Russell.

The meeting adjourned at 9:30 P.M.

APPROVED:

10/18/43
Date

W J Gordy
President of Council

Wade H Dooley
Clerk

(Amendment to Resolution #5)

"The City Engineer was authorized to see what could be done toward laying a sidewalk on Lake Street, either of cement or some substitute from Isabella Street to the colored high school."

CITY HALL - SALISBURY, MARYLAND - OCTOBER 18, 1943

The Mayor and Council of Salisbury met in regular session at the City Hall, Monday evening, October 18, 1943, at 7:30 P.M. The following members were present: President of Council W. T. Gardner, Councilmen Claude E. Russell, Albin A. Hayman, and Clifford H. Duffy. Mayor I. Virgil Hitchens and Councilman John G. Howie were absent.

1. Minutes of the meeting of October 11th were read and approved after amending Resolution No. 5 by adding at the end the following: "The City Engineer was authorized to see what could be done toward laying a sidewalk on Lake Street, either of cement or some substitute from Isabella Street to the colored high school", upon a motion offered by Councilman Russell and seconded by Councilman Duffy.

2. A letter directed to Mr. Samuel L. Dennis relative to renewing a lease was read and approved by the Council and ordered forwarded, a copy of which is attached to the minutes.

3. Mayor and Council received a letter from Alfred T. Truitt as follows: "We shall appreciate your obtaining a Certificate of Audit covering the last examination of our principal's accounts. Please also let us have a list of the principal's deputies, the amount of bond on each and the name of the surety", together with a Certificate of Audit which they requested filled in and returned. Councilman Russell offered a motion which was seconded by Councilman Duffy authorizing the form forwarded to the City's auditor for completion and return.

4. Mayor and Council received a written invitation from the Phillips Packing Company to attend a celebration in which they would receive the Navy "E" Award.

5. The Council received a report that the Harbor Master was sick and would be unable to attend.

6. Fire Chief Walter B. Disharoon requested approval of the employment of Mr. Gardner Hearn for a one-week period as substitute custodian at Fire House No. 1. Mayor and Council approved, upon a motion offered by Councilman Russell and seconded by Councilman Duffy, with the wage fixed at $25.00 in accord with Resolution No. 12 in the minutes of September 13, 1943.

7. City Clerk presented a letter from the State Industrial Accident Commission in which they informed the City that the Commission had approved self-insurance privileges for the City without bond. The letter was to be held for a future meeting.

8. City Treasurer presented a statement of all taxes outstanding from 1933 to 1938 inclusive.

9. After hearing a report from the City Engineer relative to information received from Colonel Barrett on street lights, the Mayor and Council, upon a motion offered by Councilman Russell and seconded by Councilman Duffy, authorized all street light shades removed in the residential sections of the City and some changes made in the ornamental lights as would meet with the approval of Colonel Barrett.

10. The City Engineer reported an appointment had been made for the Mayor and Council and County Commissioners to meet with Colonel Newman of the Army Friday morning, October 22nd, for the purpose of discussing with him any action the Army might take toward taking over the airport.

11. City Engineer reported on the progress of arrangements for the dedicatory exercises to be held at the airport November 11, 1943.

12. In order to attend a meeting with Senator Tydings scheduled for the 25th day of October, the Mayor and Council, upon a motion offered by Councilman Russell and seconded by Councilman Duffy, scheduled their regular Monday night meeting of the 25th for 7:00 P.M., instead of 7:30 P.M., to give the Council more time to pass on essential matters before an early adjournment.

13. City Engineer presented an estimate of material cost for asphalt pavement as follows:

1.	Naylor Street, between N. Div. Street and the Salisbury Boulevard	$97.00
2.	Patterson & E. Locust Street Intersection	$51.00
3.	Downing Street	$72.00

The report is attached to the minutes. Councilman Duffy offered a motion which was seconded by Councilman Russell authorizing the work done as mentioned above.

14. The City Engineer presented a report titled "Estimate of Repairs to Traffic Signal and Curb and Gutter Damaged by Truck Accident at Intersection of Salisbury Boulevard and S. Division Street" for the total sum of $139.61, copy of which is attached to the minutes.

15. City Engineer presented an offer from B. Perini & Company to sell the City 400 bags of calcium chloride at $1.00 each. Mayor and Council found they would not need to accept the offer.

16. The Water Department requested the Mayor and Council to rule on the proceedure they should adopt in granting credits on water accounts when the owner requested service discontinued and the Department was unable to cut off the water from the property due to other properties being connected to the same water service line.

17. Mayor and Council authorized Mr. James White, Plumbing Inspector, to secure quotations for placing a radiator in the wash room on the first floor of the City Hall.

18. City Engineer presented a letter from the Eastern Shore Public Service Company as follows:

"This is to confirm verbal conversation between you and our Mr. Robert Cooper of this morning that we will replace the old 4" terra cotta sewer drain removed while excavating for a

coal bin under the side walk on our property in front of Commerce Street store room building, provided, it is our responsibility and the necessity arises requiring its replacement in kind and size."

Councilman Russell offered a motion which was seconded by Councilman Duffy ordering the letter referred to the Acting City Solicitor for review, with the instructions that a new letter be requested ordering an agreement drawn to eliminate the words "provided, it is our responsibility" as was used in the letter above, since the Mayor and Council felt there was no doubt about its being their responsibility.

19. City Engineer presented a request from Manufacturer's Records of Baltimore, Maryland, for some information on the City's plans for post-war work. Councilman Hayman offered a motion which was seconded by Councilman Duffy authorizing the City Engineer to furnish them the requested information.

20. City Engineer presented a drawing forwarded by the Civil Aeronautics Authority giving a detailed survey of the obstructions in the flight zone at the new airport. It was ordered held for a future meeting.

21. Mayor and Council received a request, through the City Engineer, from the State Roads Commission for an estimate of a number of grader blades they might require throughout the next year in order for them to report to the War Production Board. Councilman Russell offered a motion which was seconded by Councilman Hayman authorizing the City Engineer to furnish his estimate.

22. Vouchers Nos. 214-A to 254-A inclusive were read, approved, and ordered signed upona motion offered by Councilman Hayman and seconded by Councilman Russell.

23. City Engineer reported a cut-off had been placed beyond the meter on the old W. B. Tilghman property in order to cut off the water from the former Turner Bros. building as requested by the W. B. Tilghman Co. and eliminating the necessity of cutting off the water from the present Bailey property. Mayor and Council approved.

24. After discussing the use of an allotment ledger, Mayor and Council unanimously agreed to withhold its use during the present year.

The meeting adjourned at 9:20 P.M.

APPROVED:

10/25/43
Date

W. J. Gaver
President of Council

Wade H. Insley Jr.
Clerk

City of Salisbury

MARYLAND

DEPARTMENT OF PUBLIC WORKS
CLARKE GARDNER
CITY ENGINEER

October 18, 1943

TO: THE MAYOR AND COUNCIL OF SALISBURY

FROM: CLARKE GARDNER, CITY ENGINEER

SUBJECT: ESTIMATE OF REPAIRS TO TRAFFIC SIGNAL AND CURB AND GUTTER DAMAGED BY TRUCK ACCIDENT AT INTERSECTION OF SALISBURY BOULEVARD & SOUTH DIVISION STREET.

1. Repairs to traffic signal:

Time & Material repairing Base	$ 11.25
6 Hrs. Resetting Foundation	6.00
21 Hrs. Reassembling Lighting, Wiring & Placing into operation	21.00
1 Control Board	1.50
2 Bottom Castings for Lights @ $4.50	9.00
6 Traffic Bulbs @ $0.40	2.40
100 Ft. Traffic Wire @ $7.00	7.00
1 Condulet	1.25
2 1" Nipples	0.20
5-feet 1" Pipe	0.30
1 Errickson Coupling	1.50
	$ 61.40

2. Repairs to Curb and Gutter:

30 lin.ft. Concrete Curb and Gutter @ $2.00 per l.f...	60.00
	$121.40
Plus 15% Overhead Expense	18.21
TOTAL	$139.61

City of Salisbury

MARYLAND

DEPARTMENT OF PUBLIC WORKS
CLARKE GARDNER
CITY ENGINEER

October 18, 1943

TO: THE MAYOR AND COUNCIL OF SALISBURY

FROM: CLARKE GARDNER, CITY ENGINEER

SUBJECT: ASPHALT PAVEMENT: NAYLOR STREET, PATTERSON STREET AND DOWNING STREET

The estimate of material cost for asphalt pavement is as follows:

1. Naylor Street, between North Division Street and the Salisbury Boulevard --

185 x 25' or 520 sq.yds. ...		
520 gallons RC-2 Asphalt	$52.00	
13 tons Slag	45.00	$ 97.00

2. Patterson & E. Locust Street Intersection --

100 x 25' or 280 sq.yds. ...		
280 gallons RC-2 Asphalt	$28.00	
7 tons Slag	23.00	$ 51.00

3. Downing Street --

175 x 20' or 390 sq.yds. ...		
390 gallons RC-2 Asphalt	$39.00	
10 tons Slag	33.00	72.00

A general inspection of the above streets has been made and it is recommended that asphalt-slag treatment be applied at the earliest practicable date.

October 19, 1943

Mr. Samuel L. Dennis
Anderson Road
Salisbury, Maryland

Dear Mr. Dennis:

The Mayor and Council received your request for a renewal of your lease dated the 21st day of December 1942 for certain parcels of land in Salisbury Election District, described in the lease as Parcel Nos. 1, 2, 3, 4, 5, & 6, and they directed me to inform you that it would be agreeable to renew this lease by letter for another one-year period beginning the 1st day of January 1944 and ending the 31st day of December 1944, for the sum of $50.00, payable in advance, subject to the same conditions as specifically set forth in the above mentioned agreement between Samuel L. Dennis and the Mayor and Council of Salisbury.

Very truly yours,

Mayor & Council of Salisbury

Wade H. Insley, Jr.
Treasurer

WHI/MR

If this is suitable to you, please so indicate by signing in the space provided below and return a copy to the Mayor and Council.

ACCEPTED:

Date

Samuel L. Dennis

CITY HALL - SALISBURY, MARYLAND - OCTOBER 25, 1943

The Mayor and Council of Salisbury met in regular session at the City Hall, Monday evening, October 25, 1943, at 7:00 P.M. The following members were present: President of Council W. T. Gardner, Councilmen Claude E. Russell, Albin A. Hayman, and Clifford H. Duffy. Mayor I. Virgil Hitchens andCouncilman John G. Howie were absent.

1. The minutes of the meeting of October 18th were read and approved upon a motion offered by Councilman Russell and seconded by Councilman Hayman.

2. Mr. Travers, the Acting City Solicitor, informed the Council that the present codes provided for separate water outlet for each water consumer, in response to the Council's request for advice on that point.

3. The Council received a letter from Mr. L. Atwood Bennett relative to parking ticket #15784 which was put on his car while it was parked across his provate alley. Because of the unusual conditions the Council ordered it excused, upon a motion offered by Councilman Russell and seconded by Councilman Hayman, and directed the City Clerkqto so inform Mr. Bennett, together with the advice that they hoped the trouble could soon be remedied since this was the second time it had come up in the past few weeks.

4. Chief Chatham presented his weekly logs for the weeks of October 17, and October 24, together with his consolidated monthly report, which were all ordered accepted and filed upon a motion offered by Councilman Hayman and seconded by Councilman Duffy.

5. Chief Chatham asked the Council's approval for the purchase of seat covers for the new police car for his department. He informed the Council that the best price he could secure was $13.50 for the set. The Council approved the purchase and directed that it be bought for the lowest possible price.

   The chief informed the Council that lettering for the new car was quoted at $9.00 by both Sheridan and Dickinson. The Council approved the work being done by Mr. Dickinson, since the last carwas lettered by Mr. Sheridan.

6. The Mayor and Council approved the roping off of Main Street from 7:00 P.M. to 10:00 P.M. Friday night, October 29th, for the Halloween celebration.

7. Chief Chatham reported receipt of advice from the Federal Communications Commission to the effect that application for license for the City's police radio station had been received and was apparently in good order.

8. Mayor and Council received a bid from the Pocahontas Coal Company for 3000 tons of 3/4" slag at $3.35 per ton delivered to the City's job site in Salisbury. The matter was referred to the City Engineer.

9. Councilman Russell reported a request from the Atlantic Bitholitic Company to rent the City's street sweeper in order to brush the airport concrete runways for their final cleaning. They offered to employ the City's operator with the sweeper. The matter was ordered held pending the receipt of information from theCity Engineer.

10. Vouchers Nos. 255-A to 297-A inclusive were read, approved, and ordered signed upon a motion offered by Councilman Hayman and seconded by Councilman Russell.

The meeting adjourned at 8:00 P.M.

APPROVED:

11/1/43
date

President of Council

Wade H. Insley, Jr.
Clerk

CITY HALL - SALISBURY, MARYLAND - NOVEMBER 1, 1943

The Mayor and Council of Salisbury met in regular session at the City Hall Monday evening, November 1, 1943, at 7:30 P.M. The following members were present: Mayor I. Virgil Hitchens, President of Council W. T. Gardner, Councilmen Claude E. Russell, Albin A. Hayman, John G. Howie, and Clifford H. Duffy.

1. The minutes of October 25th were read and approved after amending Resolution #9 to have the last sentence read as follows: "The matter was ordered held pending the receipt of information from the City Engineer," upon a motion offered by Councilman Hayman and seconded by Councilman Duffy.

2. Weekly police log was presented, ordered accepted and placed on file.

3. Chief Chatham presented a bill inthe amount of $10.00 for annual membership dues for the period ending October 31, 1944 in the International Association of Chiefs of Police, Inc. It was ordered paid upon a motion offered by Councilman Duffy and seconded by Councilman Russell.

4. The Harbor Master presented his monthly report for the month of October which was ordered accepted and placed on file.

5. The Building Inspector presented his report for the month of October which was ordered accepted and placed on file.

6. The Building Inspector presented a letter from the Eastern Shore Public Service Company relative to the installation of a light to be located on the wharf property of the Atlantic Refining Company on E. Main Street in the total estimated cost of $24.75, covering installation. The lighting was to be the regular 110 volt commercial service and would be billed at the regular commercial lighting rate.

   Mayor and Council accepted this proposal in order that it might be used for lighting the fire boat and charging its batteries and ordered the previous order issued for a street light on the same property in the annual amount of $14.84 cancelled. The charge was to be for the account of Civilian Defense.

7. Mr. Hastings reported Mr. Milford Twilley had advised him he would move the trailer from E. Main Street property near the overhead bridge in the very near future.

8. Plumbing Inspector presented his report for the month of October which was ordered accepted and placed on file.

9. Mr. James White reported he had received an estimate of $50.00 for the placing of one radiator in the downstairs rest room. Lewis Morgan & Son advised him they would not be able todo the work before some time in February. In view of this, the Council decided to hold the matter in abeyance for the time being.

10. City Engineer was authorized to arrange for another tin can salvage collection in the near future.

11. Mayor and Council received a letter signed "A taxpayer" requesting some attention to sidewalks on Monticello Avenue.

12. Mayor and Council received a letter from Mr. H. B. Marsten with the information that the Salisbury Boys Band owed him back salaries in the amount of $210.00 and he was of the opinion that the City of Salisbury should advance this money since they had made no contribution whatsoever to its support. He explained that the County had contributed and he was therefore not asking them. Mayor and Council authorized City Engineer to reply to Mr. Marsten and advise him that the City had contributed liberally to its support and to give him the amounts of the contributions.

13. City Engineer reported Mr. George R. Hall would be in Salisbury November 12, 1943 at 7:30 P.M. to discuss with the Planning Commission plans for a municipal incinerator and sewerage treatment works. City Engineer extended an invitation to the Mayor and Council to attend.

14. City Engineer presented a copy of a letter addressed to Mr. Bruce Wilson requesting him to remove the dimout shades on the street lights in the residential areas in Salisbury. A copy of the letter was ordered attached to the minutes.

15. Mayor and Council, in response to a request from Eastern Shore Public Service Company, decided that all of the dimout shades should be removed, that there should be no single shades or parts of shades left at the request of individuals.

16. Mayor and Council received a letter from the Academy of Natural Science requesting samples of the drillings which the City had on hand. Mayor and Council agreed it would be satisfactory for them to inspect the samples.

17. City Engineer presented a request for 12 5/8" meters from the Neptune Meter Company. The request was approved upon a motion offered by Councilman Russell and seconded by Councilman Hayman.

18. City Engineer presented a letter from the Reed School of Aeronautics of Fulton, New York, requesting an opportunity to bid on the use of the Salisbury-Wicomico County Airport for post-war use.

19. City Engineer presented a copy of a letter addressed to Commander G. L. Huff, Air Station Section, Bureau of Aeronautics, Navy Department, Washington, D. C., giving pertinent information on the airport's facilities in accord with a recent request. A copy of the letter was ordered attached to the minutes.

20. City Engineer reported on the arrangements made to date for the airport dedication ceremonies scheduled for November 11.

21. City Engineer, in response to a request from the Council, reported that it would require approximately 4400 sq. ft. of 3½ ft. sidewalk to provide a walk from Isabella Street to David Street on the East side of Lake Street for the school children. He estimated that the total cost would be approximately $1320.00, based on a $.30 per sq. ft. cost.

Mr. James White, Plumbing Inspector, was instructed to contact the property owners to see if they would voluntarily place such a walk on their property.

22. City Engineer reported it would be necessary for the City to place curb and gutter about the triangle they owned near the end of Fitzwater Street if the street surfacing which they are placing was to be satisfactory. Councilman Hayman offered a motion which was seconded by Councilman Duffy authorizing the City Engineer to proceed with the plan he had summarized with the estimated cost given at approximately $300.00.

23. Mayor and Council were presented bids by the City Engineer on slag as follows:

Pocahontas Coal Company	$3.35 per ton FOB job site
Arundal Corporation	2.50 per ton FOB your siding

After some discussion Councilman Duffy offered a motion which was seconded by Councilman Howie authorizing acceptance of the bid from the Pocahontas Coal Company for 300 tons of gravel for $3.35 per ton.

24. City Engineer was authorized to purchase the following items from the Equipment Rental Company:

4 AH Hose End 3/4 Snap type	$3.00
2 AN Male End 3/4 Snap type	1.50
5 AF Female threaded end 3/4 Snap type	3.75
6 SAFETY TYPE Hose Clamps 3/4	3.00
	$11.25

25. Mayor and Council passed a resolution authorizing the closing of the Plumbing Inspector's office, the Building Inspector's office, and the City's engineering department at 1:00 P.M. Saturday afternoons.

26. Mayor and Council received a proposal to open the South end of Holland Avenue in the Thomas H. Mitchell development near E. Church and Truitt Streets. They took the matter under consideration.

Walston &

27. The Council received a complaint that the dog of Mr. Charles Holloway was disturbing the peace of the residents of Poplar Hill Avenue during the night hours.

28. Acting City Solicitor W. W. Travers reported the present Building Code provided that houses depreciated more than 50% should be torn down. He asked the Council if it was their desire to enforce the Code or if they desired to repeal or change it.

The Council found they had no desire to change the Code and direct that a list of the properties in such a condition be prepared for their consideration.

29. Mayor and Council received a request from the Veterans of Foreign War for use of the Council rooms from 2:00 to 4:00 P.M. Nov. 14th. The Council found it would be satisfactory for them to use the Council rooms.

30. Mayor and Council received a notice of a $10,000 note due at the County Trust Company Nov. 10, 1943 and a notice of a $14,000 note due at the Farmers and Merchants Bank, Nov. 13, 1943, all for the account of By-Pass Salvage. Councilman Hayman offered a motion which was seconded by Councilman Russell directing that $3000.00, plus interest, be paid on each note from the By-Pass Salvage Account and that the note be renewed for a six months period. The motion was amended to include an additional payment of $1500.00 on each note from the Sinking Fund, provided for in the Sinking Fund levy.

31. Mayor and Council received a letter from Wakeman Whaylan advising them that he was in need of taps and dies and abrasives for use at the City shop as it was becoming increasingly difficult for him to borrow these items.

The City Clerk was directed to look up the proceedings in this matter and refer them to the committee appointed for this purpose.

32. Mayor and Council passed a resolution authorizing pay be continued beyond the usual Sick Leave period for Mr. Paul Kelly until other arrangments are made. (Sick leave 25 days so far

33. Vouchers Nos. 298-A to 328-A inclusive were read, approved, and authorized signed upon a motion offered by Councilman Hayman and seconded by Councilman Russell.

The meeting adjourned at 10:15 P.M.

APPROVED:

11/8/43
Date

W. J. Gardner
President of Council

Wade H. Dooley Jr.
Clerk

CITY OF SALISBURY
MARYLAND

Department of Public Works
CLARKE GARDNER
City Engineer

October 26, 1943

A-6

Commander G. L. Huff
Air Station Section
Bureau of Aeronautics
Navy Department
Washington, D. C.

Dear Sir:

On Friday, October 22, representatives of The Mayor and Council of Salisbury and the County Commissioners of Wicomico County met with you in your office regarding the Salisbury Airport. During the discussions it was suggested that we forward pertinent information on the airport facilities. In accordance with this request, we are submitting the following data:

1. Maps

   (1) Plan of Salisbury Airport showing the potential development of 8 runways; numbers 1, 2 and 7 (5000' x 150', each) have been completed. Location of water supply is noted thereon.

   (2) Drawing No. 1-E-1008 -- showing concrete paving over 8-inch gravel base.

   (3) Drawing No. 1-E-1020 -- showing location.

   (4) Drawing No. 1-E-1021 -- showing extent and limits of clearing and grading.

   (5) Drawing No. 1-E-1022 -- showing drainage plan.

   (6) Map of Wicomico County, Maryland, showing highways in relation to airport site.

   (7) Map of Salisbury, Maryland, showing streets, rail lines and corporate limits.

   Note: These maps are being forwarded under separate cover.

2. Description of Airport Site.

   The airport contains approximately 650-acres of natural sand-clay soil and has an average elevation of 50-feet above sea level.

Incidentally, this elevation is higher than the City of Salisbury, which averages 30-feet above sea level. The airport is located approximately 4 miles Southeast of Salisbury and the absence of structures makes it possible to expand into a larger area if desired. The approach zones to the runways are free from obstructions and it is only necessary to trim a few tree tops. Surveys have been completed for clearing-rights based upon two runways having a 30 to one glide angle and one runway with instrument approach having a 40 to one glide angle.

3. Bulk Storage Gasoline Facilities.

Salisbury is a distributing point for gasoline in this area. According to information obtained from local distributors of Pure Oil, Tydol, Texaco, Esso, Ameco, Gulf, White Flash and Sonoco, approximately 2,200,000 gallons of gasoline bulk storage space is available. Fuel oil storage is not included in this estimate. Gasoline is transported to this area via tanker, rail and truck deliveries.

4. Transportation Facilities.

Salisbury is the hub of the Eastern Shore Peninsula. It is served by the Pennsylvania and Baltimore and Eastern Railroad systems. Numerous boat lines, including the Victor Lynn Transportation Company, use Salisbury as their home port. United State Highway Nos. 13 and 213 pass through the City. State Routes, such as Highway Nos. 12, 350, 349 and 663 radiate from the City. The Salisbury Transit Company, and numerous taxi cab companies, furnishes adequate transportation within the corporate limits. The Red Star Motor Coaches, Inc., and Greyhound Lines run on daily schedules to Norfolk, Philadelphia, Baltimore, and other points.

5. Utility Services.

Electric light and power is supplied by the Eastern Shore Public Service Company of Maryland, the home office being located in Salisbury. Adequate facilities are available and extensions can be made through appropriate priorities. Domestic gas is supplied by the Citizens Gas Company of Salisbury and is in a position to make extensions through appropriate priorities. Telephone facilities are furnished by The Chesapeake & Potomac Telephone Company of Baltimore City, a subsidiary of the Bell System. Extensions can be made very readily on appropriate priorities.

Incidentally, the writer contacted officials of these concerns and they will make whatever extensions that are necessary in accordance with Navy Department requirements.

6. Water Supply and Sanitation.

A water supply well has been constructed on the airport site at the location shown on the Master Plan. This supply consists of a 16" x 10" double casing gravel packed well. Tests performed by the contractor indicated a capacity of 500 g.p.m. with a 30' draw-down. The static water level is 10-feet below ground

elevation. If desirable it is possible to develop 800 or 900 g.p.m. with increased draw-down by utilizing motor driven or gasoline driven Turbine pumping equipment.

A compact sanitary sewerage system can be installed by constructing a settling tank and chlorinating the effluent prior to discharge.

7. General Information.

(1) Location.
Salisbury is located in Wicomico County, Maryland, midway between Cape Charles, Virginia, and Wilmington, Delaware. The airport site is approximately forty-five (45) air miles from the Cedar Point Naval Air Base and about twenty-three (23) air miles from the Atlantic Coast.

(2) Climatic Conditions.
The Good Year Company, a few years ago, made a general survey of climatic conditions in this locality and presented an unusually favorable report. I have been advised that this report, in brief, indicated that the number of flying days per year was exceptionally high because of good visability and absence of fog and other atmospheric conditions that tend to keep planes grounded.

(3) Population of Surrounding Towns and Counties.

Towns --	
Salisbury	13,313
Pocomoke City	2,800
Berlin	1,600
Snow Hill	1,800
Crisfield	4,200
Delmar, Md./Del.	2,200
Seaford, Del.	2,600
Counties --	
Wicomico	35,000
Worcester	23,000
Somerset	25,000

(4) Housing Facilities.
It is estimated that the City of Salisbury alone could adequately house one thousand persons by utilizing apartments, dwelling houses, tourist homes and hotels that are already situated here. A more complete survey will be undertaken upon request.

(5) Schools.
Six (6) schools for elementary and advanced education are available which includes a state teachers college. Two day nursery schools are in operation to care for children between the ages of 2 and 6.

(6) Recreational Facilities.
There are five (5) theatres, two (2) outdoor swimming ppols, two (2) ball parks, one U.W.O. Center, two (2) bowling alleys

and one library to afford means of recreation.

(7) Other Service Facilities.
There are several merchandising establishments in Salisbury, including large department stores, which are adequate to take care of every need. Laundries and dry cleaning establishments are also numerous. There are quite a few wholesale and retail produce houses.

(8) Labor Supply.
Skilled and semi-skilled labor is naturally limited but it is felt that a sufficient number of workmen can be obtained, along with the necessary materials, to build facilities needed or desired by the Navy Department.

(9) Health Conditions.
The general health of the community is exceptionally good. The Health Officer for Wicomico County will be glad to furnish complete statistics.

(10) Hospital Facilities.
The largest hospital on the Eastern Shore, known as the Peninsula General Hospital, is located in Salisbury. Modern facilities for surgery and treatment of diseases are available.

(11) Churches.
Several churches of all denominations are situated within the corporate limits.

This report is general in scope but I believe the Navy Department will find sufficient information for their guidance in determining the feasibility of utilizing the Salisbury Airport as a naval air station.

This Class IV airport will be completed and ready for operation on November 11, 1943.

If I can be of any assistance in furnishing additional information, please call me at Salisbury 908.

May I take this opportunity to express the appreciation of the Mayor and Council and County Commissioners for the courtesies extended.

Sincerely yours,

Clarke Gaverdon

City Engineer

CG vg
(submitted in duplicate)

cc: The Mayor and Council of Salisbury

The County Commissioners of Wicomico County

October 21, 1943

Mr. Bruce Wilson
District Manager
Eastern Shore Public Service Company
Salisbury, Maryland

Dear Bruce:

In accordance with an agreement reached with Colonel Henry S. Barrett, representing the Maryland Council of Defense, Mr. William F. Meseick, Chairman of the Executive Committee, Wicomico County Council of Civilian Defense, and the City Engineer, you are hereby requested to remove the dimout shades on street lights in residential areas of Salisbury pursuant to an authorization of The Mayor and Council of Salisbury at their meeting held on Monday, October 18.

Sincerely yours,

Clarke Gardner

CG vg

City Engineer

cc: Colonel Henry S. Barrett
The Mayor and Council of Salisbury
Mr. Wm. F. Meseick

CITY HALL - SALISBURY, MARYLAND - NOVEMBER 8, 1943

The Mayor and Council of Salisbury met in regular session at the City Hall Monday evening, November 8, 1943, at 7:30 P.M. The following members were present: President of Council W. T. Gardner, Councilmen Claude E. Russell, Albin A. Hayman, John G. Howie, and Clifford H. Duffy. Mayor I. Virgil Hitchens was absent.

1. The minutes of the meeting of November 1, 1943 were read and approved upon a motion offered by Councilman Russell and seconded by Councilman Hayman.

2. Mayor and Council received a letter from the Salisbury Fire Dept. inviting them to attend a banquet in honor of Mr. Charles Livingston to be held at the Town Club 8:00 P.M. November 11th. The invitation also included the City Engineer, City Treasurer, Chief of Police, Acting City Solicitor, Building Inspector, and the Harbor Master. The Mayor and Council authorized City Clerk to acknowledge the letter and advise the department they would be glad to attend.

3. Acting City Solicitor Mr. Travers presented a list of properties, which had depreciated more than 50%, to the Council in accord with their request of the previous week. The Council again referred the matter to the Building Inspector with the request that he furnish more descriptions for each piece of property.

4. Mayor and Council received a letter from Curtis W. Long, in which he enclosed a copy of a letter he had written to Mr. John Testa, advising the Mayor and Council that if the City failed to exercise its power in compelling restoration of the Testa wharf property, he would be called upon to hold the City responsible for the resulting damage to the Wicomico Theatre Corporation. The Mayor and Council referred the matter to the Acting City Solicitor for handling, upon a motion offered by Councilman Hayman and seconded by Councilman Russell.

5. City Engineer presented information from the Civil Aeronautics Authority advising the Mayor and Council that they were prepared to receive bids for the clearing of obstructions on the airport runways in the near future and that the City should take the necessary steps to acquire the easements for this purpose. Mr. Travers, Acting City Solicitor, and City Engineer were authorized to confer with the County Commissioners in this connection.

6. Mayor and Council, upon a motion offered by Councilman Hayman and seconded by Councilman Russell, authorized the rental of the tar pot from the State Roads Commission and the rental of the same tar pot to the airport contractor at the rate of $.50 per hours, with the understanding that the contractor post a check for rental in advance.

7. Mayor and Council received a letter from Mr. W. R. Hershey in which he applied for a position in the Engineering Department of the City of Salisbury. The letter was received and ordered filed.

8. Mr. P. A. Morrison of the State Roads Commission requested that the snow fence now in place about the City water plant be returned. The Council authorized its removal and return in accord with his request.

9. City Engineer presented bids on anti-freeze as follows:

Cross Roads Motor Parts - Five-star Anti-freeze - $.87½ per gal.
Taylor Oil Company - Pureoil - $.84½ per gal.
R. W. Norris & Sons - Zerone - $.87 per gal. plus $4.00 barrel charge
Taylor Auto Supply - Zerone - $.94 per gal. plus $4.00 barrel charge

Councilman Duffy offered a motion which was seconded by Councilman Howie authorizing the purchase of Zerone from R. W. Norris & Sons at $.87 per gal.

10. Mrs. R. S. Smith of Fitzwater Street andParsons Road forwarded a request to the City to curb and gutter the front of her property at the same time the triangle in front of her house was curbed and guttered and offered to pay in advance $.50 per ft. for the work. Upon a motion offered by Councilman Hayman and seconded byCouncilman Duffy, Mayor and Council authorized the placing of the curb and gutter at $.50 per ft. (her ½ share), provided the money was posted in advance

11. City Engineer presented a group of bills in the amount of $73.60 from the Salisbury Battery Company for the account of Civilian Defense. Councilman Hayman offereda motion which was seconded by Councilman Duffy authorizing an appropriation of $150.00 to the Treasurer of the Civilian Defense Council in order that sufficient money would be on hand to take care of these and other bills, provided the County Commissioners made a similar appropriation.

12. Mr. A. P. Isakson forwarded a request to the Mayor and Council to employ Mr. Larry Niblett as grader operator at $30.00 per week. Mayor andCouncil authorized Councilman Russell to contact Berlin Milling Company to see if they would be agreeable to his release and to secure information on his present salary.

13. City Engineer informed the Council on the schedule of events for the airport dedication November 11th.

14. Mr. C. L. Dickinson, Chairman of the Traffic Commission, came before the Mayor and Council and presented verbally the following recommendations:

1. That W. Church Street, from Mill to Division Street, be declared a one-way street for East bound traffic for a trial period.
2. That High Street be declared a one-way street from N. Division to Mill Street for West bound traffic for a trial period.
3. That the problem of truck traffic through N. Division and Main Streets be studied in order to re-route these heavy trucks North and South overthe by-pass and East and West through Isabella St.
4. That Locust Street, both East and West, be remarked with the proper "No Parking" signs, which is already in effect.
5. That Poplar Hill Avenue be changed from a "Through" street and that all "Stop" signs on Elizabeth, Isabella, William and Broad Streets be removed.
6. That the Priscilla Street traffic light be removed.

Councilman Hayman offered a motion which was seconded by Councilman Russell accepting Recommendations #1 and #2 offered above, and at the same time authorized the proper markings and notice to the

Police Department. Mr. Dickinson agreed to submit written recommendations on the remaining four items.

15. Councilman Duffy informed the Council that he had received numerous complaints about the railroad underpass on E. Main Street to the effect that it was too dark, that a street light should be provided under or near the bridge. The Council ordered the matter brought to the attention of the Building Inspector in order that he might report on the matter at the next meeting.

16. Mayor and Council read Vouchers Nos. 329-A to 368-A inclusive, approved them and ordered them signed upon a motion offered by Councilman Hayman and seconded by Councilman Russell.

17. Councilman Hayman offered the following motion which was seconded by Councilman Russell, and duly passed:

Whereas, early end of this war would save millions of lives and prevent untold sorrow and suffering; and,

Whereas, the National War Fund will campaign during November to raise $125,000,000 to speed victory by aiding our soldiers and their allies, bulwarking themorale of Axis-torn countries and building for greater security on our home front; and,

Whereas, the 17 war-related agencies sharing in this fund are providing off-duty recreation for more than 5,000,000 American service men and women, and are aiding 6,000,000 war prisoners, 40,000,000 destitute Russians, 30,000,000 refugees from various war-torn countries, and millions of Chinese badly in need of medicines and funds, and in particular 2,000,000 orphaned and homeless Chinese children;

I, I. Virgil Hitchens, Mayor of Salisbury, do proclaim the month of November to be National War Fund Month and do recommend that the patriotic public generously cooperate in this movement to shorten the war and strengthen security on the civilian home front.

(Signed)_____
Mayor

18. Councilman Russell offered a motion which was seconded by Councilman Hayman to renew a note at the Farmers and Merchants Bank for the sum of $9500. at 4% for a six-months period and a note at the County Trust Company in the amount of $5500. at 4%, dated November 13th and November 10th, respectively, both for the account of the By-Pass Salvage Fund, and authorized the above mentioned notes signed by the Mayor, I. Virgil Hitchens, and Treasurer Wade H. Insley, Jr.

19. Mr. S. Denmead Kolb came before the Mayor and Council and asked for an early reply from that body on his request for historical items presented by theCity of Salisbury, England. Mayor and Council agreed to consider the request and advise him after their next meeting.

20. Councilman Duffy and Councilman Russell reported to the Council that they had found a set of 3/4" taps and dies for the sum of $43.00 which they felt would answer Mr. Whayland's needs at the City Barn.

The meeting adjourned at 10:15 P.M.

APPROVED:

11/15/43
Date

W.S. Garrison
President of Council

Wade H Insley Jr
Clerk

P R O C L A M A T I O N

Whereas, early end of this war would save millions of lives and prevent untold sorrow and suffering; and,

Whereas, the National War Fund will campaign during November to raise $125,000,000 to speed victory by aiding our soldiers and their allies, bulwarking the morale of Axis-torn countries and building for greater security on our home front; and,

Whereas, the 17 war-related agencies sharing in this fund are providing off-duty recreation for more than 5,000,000 American service men and women, and are aiding 6,000,000 war prisoners, 40,000,000 destitute Russians, 30,000,000 refugees from various war-torn countries, and millions of Chinese badly in need of medicines and funds, and in particular 2,000,000 orphaned and homeless Chinese children;

I, I. Virgil Hitchens, Mayor of Salisbury, do proclaim the month of November to be National War Fund Month and do recommend that the patriotic public generously cooperate in this movement to shorten the war and strengthen security on the civilian home front.

(Signed)_____
Mayor

P R O C L A M A T I O N

Whereas, early end of this war would save millions of lives and prevent untold sorrow and suffering; and,

Whereas, the National War Fund will campaign during November to raise $125,000,000 to speed victory by aiding our soldiers and their allies, bulwarking the morale of Axis-torn countries and building for greater security on our home front; and,

Whereas, the 17 war-related agencies sharing in this fund are providing off-duty recreation for more than 5,000,000 american service men and women, and are aiding 6,000,000 war prisoners, 40,000,000 destitute Russians, 30,000,000 refugees from various war-torn countries, and millions of Chinese badly in need of medicines and funds, and in particular 2,000,000 orphaned and homeless Chinese children;

I, I. Virgil Ritchens, Mayor of Salisbury, do proclaim the month of November to be National War Fund Month and do recommend that the patriotic public generously cooperate in this movement to shorten the war and strengthen security on the civilian home front.

(Signed) _____
Mayor

CITY HALL - SALISBURY, MARYLAND - NOVEMBER 15, 1943

The Mayor and Council of Salisbury met in regular session at the City Hall, Monday evening, November 15, 1943, at 7:30 P.M. The following members were present: President of Council W. T. Gardner, Councilmen Claude E. Russell, Albin A. Hayman, John G. Howie. Councilman Clifford H. Duffy and Mayor I. Virgil Hitchens, who was ill, were absent.

1. Minutes of the meeting of November 8th were read and approved after amending Resolution #20 to read Councilman Duffy instead of Councilman Howie, upon a motion offered by Councilman Hayman and seconded by Councilman Russell.

2. Police Department presented its weekly log, monthly violation report, and gas consumption report which were all ordered accepted and filed upon a motion offered by Councilman Howie and seconded by Councilman Russell.

   Chief Chatham reported receipt of a letter from the War Production Board advising his department that the Federal Communication Commission had issued a construction permit for the new police station and for the two new portable mobile units and that they should forward a W.P.B. 1-A application to the War Production Board.

3. Mr. Hastings made a report on a street light for E. Main Street under the railroad bridge.

4. The Harbor Master reported that Mr. White advised him the BC&A Railroad Company would soon begin work on their wharf front property.

5. City Engineer presented a letter from the Mathieson Alkali Works in which they submitted a renewal contract for chlorine at $07½ per lb. delivered. Councilman Howie offered a motion which was seconded by Councilman Hayman authorizing the Superintendent of the Water Department to sign the contract.

6. Mayor and Council received a request from Mr. Clarence Bell for a $6.00 refund for his sewer connection deposit since the cost was $6.00 less than his deposit. Councilman Howie offered a motion which was seconded by Councilman Hayman authorizing the $6.00 refund.

7. City Engineer presented a check of $17.00 from the Atlantic Bitholitic Company for rent of the State Roads Commission's asphalt kettle.

8. City Engineer presented a request from Mr.Alton Hughes for the City to turn the lights on and off in the two Service Men's Waiting Stations on the by-pass. Councilman Howie offered a motion which was seconded by Councilman Hayman directing the Police Department to attend to this.

9. City Engineer reported the need for new signs to mark appropriately W. Church Street and High Street for one-way streets. He was authorized to secure bids on signs from local and out-of-town firms.

10. City Engineer reported Mr. W. Edgar Porter had been appointed to represent the County Commissioners in the acquisition of easements for property for the flight zone at the airport, together with Mr. Travers and Mr. Gardner, who represent the City. Councilman Hayman

offered a motion which was seconded by Councilman Russell authorizing the City Treasurer to issue the necessary checks from the Salisbury-Wicomico County Airport fund for option fee for each parcel in excess of $5.00.

11. City Engineer reported Purchase Order L-168, issued to the Mueller Company, for a quantity of lead services. It was approved and the priority statement thereon ordered signed upon a motion offered by Councilman Howie and seconded by Councilman Hayman.

12. Purchase Order L-167, drawn to the Ford Meter Box Company for meter connections, gaskets, etc. was also presented, approved, and the priority statement thereon ordered signed upon a motion offered by Councilman Howie and seconded by Councilman Hayman.

13. Mayor and Council received a letter from Vancouver, Washington, Chamber of Commerce requesting some information on the City-County airport. The Council authorized City Engineer to furnish the desired information.

14. Mayor and Council received a telegram from Mr. Glenn L. Martin expressing his regrets for his inability to attend the dedicatory ceremonies at the airport and complimented the City on the splendid port. Mayor and Council directed it be attached to the minutes, together with a letter of acknowledgement.

15. Mayor and Council directed a letter be forwarded to Mr. Herbert DePute, Superintendent of Airways, Dept. of Commerce, Civil Aeronautics Administration, LaGuardia Field, New York, upon a motion offered by Councilman Hayman and seconded by Councilman Russell. A copy of the letter was ordered attached to the minutes.

16. Mayor and Council directed a letter be forwarded to Mr. Charles Donaldson, Director of Airports, Civil Aeronautics Administration, Washington, D. C., upon a motion offered by Councilman Hayman and seconded by Councilman Russell. A copy of the letter was ordered attached to the minutes.

17. Mayor and Council directed a letter be forwarded to Vice Admiral Alexander Sharp, Commanding Service Force, U. S. Flying Fleet, Norfolk, Virginia, upon a motion offered by Councilman Hayman and seconded by Councilman Russell. A copy of the letter was ordered attached to the minutes.

18. Mr. Wakeman Whayland came before the Mayor and Council with a descriptive pamphlet on taps and dies and recommending the purchase of a Snap-On set of taps and dies, size 1/4" to 1", at $62.50. Councilman Russell offered a motion which was seconded by Councilman Hayman authorizing the above mentioned purchase, together with two dozen heavy abrasivee discs and one dozen fine abrasive discs.

19. Councilman Russell reported Mr. Clinton Quillen, of the Berlin Milling Company, would release Mr. Larry Niblett from their employee if he could secure another man to fill his position. The Council, upon a

motion offered, seconded, and passed, authorized his employment at $27.00 per week.

20. Councilman Russell presented a request in behalf of the U.S.O for the City's sump pump to use in making sewer repairs on their property.

21. Mayor and Council unanimously passed a resolution directing that all applications for loan or rental of City property must first be brought to the attention of the Council at an official meeting and that City equipment could hereafter only be loaned when a City employee accompanied the equipment.

22. Mayor and Council thereupon authorized the loan of #2 sump pump to Mr. John Morris for use at the U. S. O. center with the provision that a City employee go with the pump.

23. City Clerk was authorized to inform Mr. S. Denmead Kolb that the City would present the Wicomico County Historical Society with the handsomely bound copy of "The History of Salisbury, England" and the silk bag containing stone from Stoneledge and a Medallion and at the same time request Mr. Kolb to inform the Council when the books should be formally presented to the Society.

24. Mayor and Council again considered the recent letter from the State Accident Commission on authority to begin a self-insurance and ordered it held pending receipt of information and rates on co-insurance.

25. Mayor and Council read a letter forwarded to Mr. Curtis W. Long by the City Solicitor relative to the John Testa wharf front property.

26. Vouchers No. 369-A to 405-A were read, approved, and authorized signed upon a motion offered by Councilman Hayman and seconded by Councilman Russell.

27. Mayor and Council received a communication from John W. Downing, Treasurer, Civilian Defense, in which he reported a balance of $11.36 on hand as of November 9, 1943.

The meeting adjourned at 9:30 P.M.

APPROVED:

11/22/43
Date

W. J. Gordy
President of Council

Wade H. Insley Jr.
Clerk

Charge to the account of _____ $_____

CLASS OF SERVICE DESIRED			
DOMESTIC		CABLE	
TELEGRAM	X	ORDINARY	
DAY LETTER		URGENT RATE	
SERIAL		DEFERRED	
NIGHT LETTER		NIGHT LETTER	
SPECIAL SERVICE		SHIP RADIOGRAM	

Patrons should check class of service desired; otherwise the message will be transmitted as a telegram or ordinary cablegram.

WESTERN UNION

1206-B

R. B. WHITE, PRESIDENT
NEWCOMB CARLTON, CHAIRMAN OF THE BOARD
J. C. WILLEVER, FIRST VICE-PRESIDENT

CHECK
ACCOUNTING INFORMATION
TIME FILED

Send the following message, subject to the terms on back hereof, which are hereby agreed to

NOVEMBER 9 1943

MR GLEN L MARTIN
PRESIDENT
GLEN L MARTIN COMPANY
BALTIMORE MARYLAND

CITY AND COUNTY OFFICIALS CORDIALLY EXTEND YOU ~~A~~ INVITATION TO ATTEND LUNCHEON AND DEDICATION OF SALISBURY AIRPORT ON NOVEMBER ELEVENTH BEGINNING AT ONE P.M. OFFICIALS OF C.A.A. AND NAVY DEPARTMENT WILL PARTICIPATE. APPRECIATE ACCEPTANCE FROM YOU PERSONALLY OR REPRESENTATIVE FROM YOUR FIRM. SALISBURY AIRPORT ONE OF LARGEST ON ATLANTIC COAST.

CLARKE GARDNER
CITY ENGINEER

CHG 'phone 908

Charge to the account of _____ $ _____

CLASS OF SERVICE DESIRED			
DOMESTIC		CABLE	
TELEGRAM		ORDINARY	
DAY LETTER		URGENT RATE	
SERIAL		DEFERRED	
NIGHT LETTER		NIGHT LETTER	
SPECIAL SERVICE		SHIP RADIOGRAM	

Patrons should check class of service desired; otherwise the message will be transmitted as a telegram or ordinary cablegram.

WESTERN UNION

1206-B

R. B. WHITE, PRESIDENT
NEWCOMB CARLTON, CHAIRMAN OF THE BOARD
J. C. WILLEVER, FIRST VICE-PRESIDENT

CHECK
ACCOUNTING INFORMATION
TIME FILED

Send the following message, subject to the terms on back hereof, which are hereby agreed to

1943 NOV 11 AM 8 25

PB20 NL-BALTIMORE MD NOV 10

CLARKE GARDNER CITY ENGINEER

THANK YOU FOR YOUR TELEGRAPHIC INVITATION TO ATTEND THE LUNCHEON AND DEDICATION OF THE SALISBURY MARYLAND AIRPORT TODAY}DUE TO EXTREME PRESSURE OF BUSINESS I TOGETHER WITH OTHER EXECUTIVES OF THE COMPANY REGRET THAT IT WILL BE IMPOSSIBLE TO ATTEND THE DEDICATORY CEREMONY}THE CITIZENS OF SALISBURY TOGETHER WITH THE CITY AND COUNTY OFFICIALS ARE TO BE CONGRATULATED FOR THEIR FORESIGHT IN COMPLETING THIS FINE PORT WHICH I UNDERSTAND IS ONE OF THE LARGEST ON THE ATLANTIC COAST}EVERY CITY CAN BE ON A GREAT PORT AND RECEIVE ITS SHARE OF AERIAL COMMERCE OF TOMORROW BY CONSTRUCTING SUCH A PORT AS YOURS BUT THE CITY OF SALISBURY WILL BE WAY OUT IN FRONT IN THE POST WAR WORLD AND SHOULD GARNER MORE THAN ITS SHARE OF SUCH COMMERCE}WITH EVERY GOOD WISH FOR SUCCESS I AM SINCERELY=

GLENN L MARTIN PRESIDENT THE GLENN L MARTIN CO...

The Mayor and Council of Salisbury
The County Commissioners of Wicomico County

November 13, 1943

Vice Admiral Alexander Sharp
Commanding Service Force
U. S. Flying Fleet
Norfolk, Virginia

Dear Admiral Sharp:

The Mayor and Council of Salisbury and the County Commissioners of Wicomico County are very appreciative of your participation in the dedication of the Salisbury Airport.

We consider it a privilege and an honor to have had you, together with Flag Lt. C. P. Clark, Lt. Commander F. K. Upham, Lt. Commander E. W. Hughes, Lt. O. J. Obert and Ensign H. E. Gaylord, present at the ceremonies.

We take great pride in the fact that the Salisbury Airport has been designed and constructed to accommodate both military and post-war needs. You may be assured that the facilities constructed are at the disposal of the Navy.

Please convey my personal thanks to the Navy personnel who accompanied you. I am very happy indeed to have had the pleasure of meeting you all on this notable occasion.

Sincerely yours,

Clark Gardner

CG vg

City Engineer

The Mayor and Council of Salisbury
The County Commissioners of Wicomico County

November 13, 1943

Mr. Charles B. Donaldson
Director of Airports
Civil Aeronautics Administration
Washington, D. C.

Dear Mr. Donaldson:

The Mayor and Council of Salisbury and the County Commissioners of Wicomico County are very appreciative of your participation in the dedication of the Salisbury Airport.

We consider it a privilege and an honor to have had you, together with Messrs. Albert H. Wessel, August R. Butz, R. J. Sutherland and J. H. Herendeen, present at the ceremonies.

We take great pride in the fact that the Salisbury Airport has been designed and constructed to accommodate both military and post-war needs.

Please convey my personal thanks to those who accompanied you. I am very happy indeed to have had the pleasure of meeting you all on this notable occasion.

Sincerely yours,

Clarke Gardner

CG vg

City Engineer

The Mayor and Council of Salisbury

The County Commissioners of Wicomico County

November 15, 1943

Mr. Herbert DePue
Superintendent of Airways
Department of Commerce
Civil Aeronautics Administration
LaGuardia Field, New York

Dear Mr. DePue:

Please accept my thanks for your letter of November 13th expressing regrets for not being able to attend the dedication of the Salisbury Airport on November 11th. Unfortunately, the adverse weather conditions did affect certain portions of our program; but, nevertheless, it was well attended.

We hope that you, Mr. Glidden and Mr. Jenks will favor us with a visit in the very near future and you may consider this letter as a standing invitation.

We are very appreciative of the important part that the Civil Aeronautics Administration played in the construction and development of the Salisbury Airport. Please be assured that your advice and guidance from time to time will be very much appreciated.

Sincerely yours,

C. E.

City Engineer

CG vg
encl.

PS: Copy of Dedication Program enclosed.

DEPARTMENT OF COMMERCE
CIVIL AERONAUTICS ADMINISTRATION
LA GUARDIA FIELD

November 13, 1943

Mr. Clarke Gardner
City Engineer
Salisbury, Maryland

Dear Mr. Gardner:

I was keenly disappointed that Mr. Jenks, Mr. Glidden and I were unable to attend the dedication of the Salisbury, Maryland Airport by reason of the adverse weather conditions prevailing between New York and Salisbury, on th day of the dedication.

We had planned to be present and intended to travel in our twin-engine Cess as we felt that the presence of an additional airplane at the dedication would lend a little atmosphere. We checked very carefully with the Weather Bureau in the afternoon of November 10 and were advised by them that we cou anticipate high ceiling and good visibility on November 11. Accordingly, w made our plans to leave here at 9:00 O'clock on the morning of November 11. At that time, we checked with the Weather Bureau and they advised that the weather conditions were quite bad with a ceiling of approximately 500 ft. a an icing condition immediately above the ceiling. They also reported inter mittent rain and wet snow. The Weather Bureau stated that the adverse weat conditions were occasioned by a front moving in from the Atlantic Ocean and the reason they had been unable to advise us of the likelihood of adverse weather the preceding day was that they had no report of the conditions pre vailing over the Atlantic Ocean. While the Cessna is well-equipped with ra and other instruments, it does not have de-icer equipment. We checked the weather from hour to hour with the hopes that it would improve but it grew steadily worse as the day went on.

When it became apparent after the 11:30 weather sequence that we would be unable to attend the luncheon, we endeavored to 'phone you but were unable to reach you. Had we any idea that the weather would be so completely un-favorable, we would have proceeded to Salisbury or Washington the night before in order to make certain we could be present.

It is our understanding from people who attended that the dedication was quite impressive and well-attended. I am in hopes that I will be able to visit the airport in the near future at which time I will endeavor to conta you personally.

Very truly yours,

/signed/ Herbert DePue

Superintendent of Airways

copies to:

The Mayor and Council of Salisbury
The County Commissioners of Wicomico County

November 12, 1943

Mr. Glenn L. Martin
President
The Glenn L. Martin Company
Baltimore, Maryland

Dear Mr. Martin:

The Mayor and Council of Salisbury and The County Commissioners of Wicomico County, sponsors of the Salisbury Airport, are very appreciative of the fine remarks contained in your telegram of November 11th.

Fortunately, the location of this Class IV Port, together with the potential development of 8 runways, appears to make it ideal for post-war expansion. Incidentally, it may interest you to know that the first bomber to land on the Salisbury Airport was a Martin B-26 Marauder. It was very gratifying to see such a splendid plane and know that it was made by a Maryland manufacturer, who has contributed so much to the development of aviation for military and post-war purposes.

We regret your inability to attend the ceremonies here; however, we trust you will consider this letter a standing invitation to visit us in the near future.

Again, we wish to thank you for your kind interests.

Sincerely yours,

C. G.

CG vg

City Engineer

CITY HALL - SALISBURY, MARYLAND - NOVEMBER 22, 1943

The Mayor and Council of Salisbury met in regular session at the City Hall Monday evening, November 22, 1943, at 7:30 P.M. The following members were present: Mayor I. Virgil Hitchens, President of Council W. T. Gardner, Councilmen Claude E. Russell, Albin A. Hayman, John G. Howie, Clifford H. Duffy.

1. The minutes of the meeting of November 15th were read and approved upon a motion offered by Councilman Russell and seconded by Councilman Hayman.

2. Chief Chatham presented his weekly log and consolidated montly report which were both ordered accepted and filed.

3. Chief Chatham reported to the Council that the parking meters are in need of repairs and recommended that about ten at a time be removed and forwarded to the Dual Parking Meter Company for repair. He informed the Council that the parking meter company would furnish ten meters to use in the absence of the City's meters. The Council approved the recommendation upon a motion offered by Councilman Howie and seconded by Councilman Hayman.

4. Chief Chatham reported the receipt of a construction permit for the new police radio station and reported the General Electric Company advised him the equipment would probably be in by the first of the year.

5. Mayor and Council received a complaint about dogs from Mrs. Davis on Philadelphia Avenue.

6. Mr. Hastings, the Building Inspector, reported the trailer on E. Main Street had been removed.

7. Mr. Hastings also reported on the cost of a pedestal light for E. Main Street under the railroad bridge in the amount of $47.00. He also presented an alternate plan for two lights to be attached to the concrete retainer walls of the under side of the bridge above each sidewalk. Mayor and Council directed him to seek approval from the railroad company to place the lights and report back at the next meeting

8. City Engineer presented a letter directed to Mr. Herbert DePue relative to arrange a meeting with him to discuss applications on file for post-war use of the Salisbury airport. The letter was ordered attached to the minutes.

9. City Engineer reported receipt of the following quotations on traffic signs:

Aeroil Burner Co., Inc. -	5	8x36"; 18 ga., galv. steel signs Colors: Black background, black letters on white arrows Legend: ONE WAY (Arrow pointed left) Price: $2.40 each
	5	Same as above only with Arrow pointed right
R. B. Sheridan Company -	18	3/4" waterproof plywood, painted with 3 coats of paint & 2 coats of enamel, signs Price: $63.00 complete

Lyle Signs, Inc. - #980 design: size 18x24", 1/4" tempered Pressed Board; reading ONE WAY with either right or left hand arrow; wite background with black letters & border; baked enamel finish, price each $2.25
#R-26 design; size 36"x12"; 1/4" Tempered Pressed Board; reading ONE WAY with either right or left hand arrow; black & white; baked enamel finish, price each $2.25

Councilman Duffy offered a motion which was seconded by Councilman Howie to accept the offer of the lowest bidder Aeroil Burner Company, Inc. and authorized the purchase of the required number of signs.

10. Mayor and Council received a copy of a letter addressed to Mr. Dulaney from Admiral Alexander Sharp, United States Atlantic Fleet Service Force, in which he conveyed his appreciation for his reception in Salisbury on the occasion of the dedication of the Salisbury-Wicomico County Airport. It was ordered attached to the minutes.

11. Mayor and Council received a bill from the State Roads Commission for $17.00 for the use of the State's tar pot.

12. Mayor and Council authorized notices placed in the City's paper to the effect that garbage would not be collected Thursday, November 25th due to the Thanksgiving Day Holiday upon a motion offered by Councilman Howie and seconded by Councilman Duffy.

13. City Engineer reported Mr. Larry Niblett would not accept work with the City at $27.00 and in his place he had employed Mr. Roger Purcell, a former employee. The employment was approved upon a motion offered by Councilman Hayman and seconded by Councilman Howie.

14. Mayor and Council took under consideration a request received from Mr. Oscar Grier for an assistant.

15. Mayor and Council received a letter from Mr. Roland E. Johnson, Commander, Salisbury Chapter #172, the Military Order of the Purple Heart, in which he expressed their thanks for granting them the use of the Council Chamber Sunday, November 14th. The letter was ordered attached to the minutes.

16. Acting City Solicitor, Mr. Travers, reported on the work to date in acquiring the airport flight zone easements.

17. The Mayor informed the Council the Eastern Shore Public Service Company had requested, through him, that the City pay their old bill for the placing of the dim-out shades on street lights. The matter was ordered referred to the Acting City Solicitor for advice.

18. Vouchers Nos. 406-A to 433-A, with the exception of No. 428-A which was marked VOID, were read and approved upon a motion offered by Councilman Hayman and seconded by Councilman Russell.

19. Acting City Solicitor presented a letter written to the Honorable George L. Radcliffe soliciting his aid in connection with a new application to the F.C.C. for radio transmittor license. The letter was ordered filed.

20. City Treasurer presented a check in the amount of $7.15 presented by Mr. O. Straughn Lloyd for a 1942 tax account in the name of Lloyd and Taylor. It was explained that the taxes had not been paid previously because no building existed on the property. Mr. Lloyd requested that the item be removed from the books. Mayor and Council ordered it recorded on the Decrease Book.

21. City Treasurer presented a check from the Farm Bureau Insurance Company in payment of repair work on a police car to C. F. Tull. The check was ordered indorsed and forwarded to C. F. Tull since the work had been completed.

22. City Treasurer presented a copy of his report titled Statement of Income & Disbursements to November 10, 1943, Salisbury-Wicomico County Airport Fund, a copy of which was at the same time forwarded to the County Commissioners. It was ordered accepted and attached to the minutes.

23. Mayor informed the Council he had approved a $1.00 increase to Patrolmen Foskey and Huntington since it would not effect the police budget. Councilman Russell offered a motion which was seconded by Councilman Hayman authorizing the above mentioned change.

24. Mayor and Council were informed that Carl Dahlstrom's sick leave with pay would expire November 23rd, and they authorized that he be granted sufficient leave to carry him through the week ending November 27th.

25. City Clerk informed the Council Mr. S. Denmead Kolb had called and requested the Mayor and a representative of the Council to be present at a dinner at 6:30 P.M. December 6th in order to present formally a copy of "The History of Salisbury, England", a silk bag containing stone from Stoneledge, and a Medallion to the Wicomico County Historical Society.

26. Treasurer reported receipt of a check from Mr. L. Paige Pennewell for his 1937, 1941, 1942, & 1943 taxes which he offered in full settlement for his tax account, together with the explanation that he did not owe 1938-39-40 since he was not in business after 1937 and all of his stock and good were sold during that year, and he did not again return to business until 1941. Mayor and Council ordered the matter entered in the Decrease Book in the usual form.

The meeting adjourned at 9:00 P.M.
APPROVED:

11/29/43 — Date
W. J. Gordy — President of Council
Wade H. Insley — Clerk

UNITED STATES ATLANTIC FLEET
SERVICE FORCE

Care of Fleet Post Office
Naval Operating Base, Norfolk, Va.

15 November 1943

My dear Mr. Dulany:

Will you please convey to Mayor Hitchens, Mr. Gardner, and the other gentlemen of your City, who were hosts on the occasion of the Dedication of the Salisbury-Wicomico Airport, my deep appreciation and that of the naval officers with me for your courteous reception.

We feel much honored to have been invited to your City's celebration of this event, and I hope that it may be my pleasure sometime to come back again and pay my respects; believe me,

Sincerely yours,

/signed/ Alex. Sharp

Mr. Ralph O. Dulany,
Master of Ceremonies
Dedication of the Salisbury-
Wicomico Airport
Salisbury, Maryland

Salisbury Chapter #172
The Military Order of the Purple Heart

Salisbury, Maryland.
November 14,1943.

To The Mayor and City Council:
Mr.I.Virgle Hitchens, Mayor,

My Dear Mr.Hitchens:

Please except the thanks of Mr.Andrew N.Segal the Department Commander for Maryland ofThe Military Order of the Purple Heart. Also from my fellow patriots who were present for the forming of a Chapter of the Purple Heart.

We all thank you and the council for the granting us the use of the Council Chamber last Sunday Nov.14th.

All of us were members of the Armed Forces in World War #1, and are wearers of the Purple Heart Medal, which shows that we all were wounded in action.

I thank you again, and with all good wishes, I am

Yours very truly,

Roland E. Johnson

Roland E.Johnson, Commander.
202 Walnut Street.

cc: The Mayor and Council of Salisbury

The County Commissioners of Wicomico County

November 17, 1943

Mr. Herbert DePue
Superintendent of Federal Airways
Civil Aeronautics Administration
First Region
LaGuardia Field, New York

Dear Mr. DePue:

The Mayor and Council of Salisbury and the County Commissioners of Wicomico County are very anxious to discuss with you the post-war use of the Salisbury Airport. We have some applications on file but do not propose to take any steps until we secure your advice and guidance.

Under these circumstances, will you kindly advise if it is possible for you to meet with us in Salisbury within the next two weeks at a time and date convenient with you. In the event you cannot come to Salisbury, please advise and we will make arrangements to see you in New York.

Sincerely yours,

C. G.

CG vg

City Engineer

same to: Mr. Bruce Dickinson, Russell Ave., City

Mr. Edward Marshall, Truitt St., City

November 19, 1943

S-12

Mr. R. B. Sheridan
Cypress Street
Salisbury, Maryland

Dear Mr. Sheridan:

Quotations on materials, noted below, will be received by the Mayor and Council at the City Hall until 8:00 o'clock P.M. Monday, November 22.

Item 1: Nine (9) one-way street signs with right arrow; U. S. Standard;
Colors: White arrow, black background, with the words "one way" superimposed on arrow.
Size: 8 x 36" on pressed wood.

Note: Copy of U. S. Standard may be seen in the City Engineer's Office.

Item 2: Nine (9) DITTO...with left arrow.

In submitting your quotation, please state thickness and type of material you propose to use.

The Mayor and Council reserves the right to reject any and all bids.

Sincerely,

CG vg

City Engineer

blind copy: The Mayor and Council of Salisbury

Aeroil Burner Co.,Inc.
Traffic Equipment Division
West New York
New Jersey

Lyle Signs Inc.
Minneapolis
Minnesota

Municipal Street Sign Co.,Inc.
777 Meeker Avenue
Brooklyn
New York

November 16, 1943

S-12,1

Gentlemen:

Kindly quote us on the following signs F.O.B. Salisbury, Maryland.

9 - 8" X 36" "One Way" street signs U.S. Standard with arrow pointing right.

9 - 8" X 36" " " with arrow pointing left.

In submitting quotation please state type and thickness of material

Respectfully yours,

CG/kw

City Engineer.

Copy for Mayor and Council, meeting of 11-22-43

November 18, 1943

County Commissioners of Wicomico County
Court House
Salisbury, Maryland

Gentlemen:

In order to keep you posted on the joint account titled "Salisbury-Wicomico County Airport Fund", I am forwarding you herewith a statement of income and disbursements from inception to November 10, 1943 which shows a balance on hand as of this date of $549.

Yours very truly,

Wade H. Insley, Jr.
Treasurer

WHI nw

Encl.

cc: Edgar Porter, Attorney to Co. Com.

STATEMENT OF INCOME & DISBURSEMENTS
TO NOVEMBER 10, 1943
SALISBURY-WICOMICO COUNTY AIRPORT FUND

INCOME

1942				
JAN.	15	Mayor & Council - ½ of land costs	$10,741.18	
	15	Co. Commissioners - ½ of land costs	10,741.18	
	22	Mayor & Council - Recording Deeds	39.65	
	23	Co. Commissioners - Recording Deeds	39.65	
	29	Edgar Holloway (Bldgs. on Heath Land)	50.00	
FEB.	5	Murray C. Walston (Timber -Schaefer and Godfrey)	175.00	
	16	Mayor & Council - ½ of Notary fee and recording costs	11.50	
	20	Co. Commissioners - ½ of Notary fee and recording costs	10.75	
	24	Murray C. Walston (Bal. on above timber)	175.00	
	26	Co. Commissioners (Bal. of ½ Notary cost	.75	
JULY	10	Sammons Construction Co. (Rent of Godfrey Buildings)	25.00	
AUG.	6	Sammons Construction Co. (Rent)	25.00	
	29	Sammons Construction Co. (Rent)	25.00	
SEP.	25	Carl Phillips - sale of buildings	50.00	
OCT.	16	Sammons Construction Co. (Rent)	25.00	
NOV.	5	Sammons Construction Co. (Rent)	25.00	
DEC.	4	Sammons Construction Co. (Rent)	25.00	
1943				
JAN.	6	Sammons Construction Co. (Rent)	25.00	
	28	Sammons Construction Co. (Rent)	25.00	
MAR.	18	Sammons Construction Co. (Rent)	25.00	
JUNE	11	Sammons Construction Co. (Rent)	75.00	
JULY	14	Sammons Construction Co. (Rent)	25.00	
	23	B. Perini & Sons (Rent)	25.00	
SEP.	23	Murray C. Walston (Purchase of Godfrey Buildings)	100.00	
NOV.	10	B. Perini & Sons (Rent)	50.00	
				$22,534.66

DISBURSEMENTS

JAN.	16	Murray C. Walston (Airport Land)	842.50	
	16	Perry J. Rohrbaugh " "	773.13	
	16	Hedley Jack Williams & Stanley H. Raynor	6,605.00	
	16	August Schaefer	5,950.06	
	17	Arthur R. Twilley	42.86	
	17	George P. Heath	3,245.00	
		Amount Carried Forward		$17,458.55

JAN.	17	Chas. W. Bennett, Treas. (Walston Taxes)		165.00	
	17	Chas. W. Bennett, Treas. (Rohrbaugh ")		18.07	
	17	L. Atwood Bennett, Mortg. (Rohrbaugh)		233.80	
	17	Wicomico Welfard Board (Refund - Rohrbaugh Pension)		170.00	
	17	Chas. W. Bennett, Treas. (Schaefer Taxes)		44.94	
	17	Mayor & Council for option fees advanced to:			
		Geo. P. Heath	5.00		
		Raynor Bros.	5.00		
		Maria E. Godfrey	10.00		
		Murray C. Walston	5.00		
		August Schaefer	5.00		
		Arthur R. Twilley	5.00		
		John W. Downing	5,00		
		Perry Rohrbaugh	5.00	45.00	
	19	John W. Downing (Airport Land)		1,357.00	
	20	Maria E. Godfrey " "		501.18	
	20	John L. Godfrey		832.37	
	21	Alfred T. Jones - Godfrey Mortgage		427.20	
	21	Chas. W. Bennett, Treas. (Godfrey tases)		44.25	
	21	Wicomico Welfare Board (Refund - Godfrey Pension)		180.00	
	21	Claude E. Russell (Repay Cash advance to record airport deeds)		79.30	
FEB.	12	L. Morris Byrd (Notary fees, airport deeds & options		16.50	
	12	J. William Slemons (Certified copies of deeds		5.00	
	12	Lena R. Dashiell (Notary fee on deed)		1.50	
JUNE	18	Maria E. Godfrey (For buildings on Godfrey land		400.00	
AUG.	11	Farmers & Merchants Bank (Check Book)		1.00	
		Total Disbursements			$21,985.66
		Cash in Bank, November 10, 1943			549.00
		TOTAL			$22,534.66

Respectfully submitted,

Wade H. Insley, Jr.

November 18, 1943

CITY HALL - SALISBURY, MARYLAND - NOVEMBER 29, 1943

The Mayor and Council of Salisbury met in regular session at the City Hall Monday evening, November 29, 1943, at 7:30 P.M. The following members were present: Mayor I. Virgil Hitchens, President of Council W. T. Gardner, Councilmen Claude E. Russell, Albin A. Hayman, John G. Howie, Clifford H. Duffy.

1. Mr. Stanley Baker came before the Mayor and Council and requested the west end of Druid Hill Avenue be graded. Mayor and Council agreed to take it under consideration.

2. Minutes of the meeting of November 22, 1943 were read and approved upon a motion offered by Councilman Hayman and seconded by Councilman Russell.

3. Police Chief Chatham presented the police log which was ordered accepted and placed on file.

4. Chief also reported Mr. Oscar Grier was making preparations to erect proper markings on Church and High Streets to establish them as one-way streets, effective approximately December 1st.

5. The Harbor Master reported Mr. John Testa was working on the repair of his wharf property.

6. Building Inspector reported he had given a sketch of the proposed lights under the E. Main Street railroad underpass to Mr. White who had approved them and forwarded them to the railroad officials for their approval.

7. Building Inspector also reported a trailer in use on Lake Street near Blake Street which was beyond the line prescribed as the building line. Council directed that it be moved back to the propertline in accord with the building code.

8. Mr. White, plumbing Inspector, presented a request in behalf of Mrs. Jessie Miller for water service to her property on Jenkins Alley without accompanying sewer service connections. Council found that the request could not be granted as it was contrary to the plumbing code

9. City Treasurer presented a letter from Senator R. Fulton Waller asking for a refund in the amount of $56.40 for taxes and $7.33 for interest which he had paid on property which should have been assessed for the year 1941 to George Disharoon and Ralph Tingle. The Treasurer explained Disharoon and Tingle had already paid the account which resulted in a duplicate payment. The Council thereupon, upon a motion offered by Councilman Hayman and seconded by Councilman Russell, authorized the refund as mentioned above.

10. Acting City Solicitor Travers reported he had received notice of a suit instituted by W. Edgar Porter in behalf of Samuel S. Lecates for a commission allegedly due in the sale of the Dale Adkins by-pass property.

11. Mayor and Council received a letter from Senator George L. Radcliffe advising the Council that he would be pleased to follow up their application for licenses for radio transmittor and 2 mobile sets. The letter was ordered accepted and placed on file.

12. Upon receipt of a recommendation from the Mayor that Mr. Jesse Ryall and Sam Lankford be added to the police payroll as patrolman and night clerk, respectively, the Council approved it and ordered the salaries fixed at $28.00 and $23.00.

13. Mr. Irving Pryor and Mr. Bert Taylor came before the Mayor and Council and requested that action be taken on the proposed widening of Washington Street. The Mayor and Council agreed to look into the matter and directed the Acting City Solicitor to secure the proper information on it for report at the next meeting.

14. Mr. S. Denmead Kolb and Mr. L. Atwood Bennett came before the Mayor and Council with the request that the City take the necessary steps to open the streets shown on their plat and to provide for water and sewer facilities for the new proposed school in the Snow Hill Road-Roger Street block. The Council agreed to look into the matter to see what could be done.

15. City Clerk presented a copy of a report from the Building Inspector relative to the following properties:

208 Cathell Street	(Owner)	R. Herman Hodgson
206 Cathell Street	"	Ulysses Langston
200 Cathell Street	"	John Winder's widow
327 Cathell Street	"	Jonah Adams

He also presented photographs of the property with his recommendations.

Mayor and Council accepted the report and ordered it held for further study.

16. Vouchers No. 434-A to 470-A inclusive were read, approved, and ordered signed upon a motion offered by Councilman Hayman and seconded by Councilman Russell.

17. Mayor and Council received a report that the floor covering on the first floor of the City Hall was beginning to curl up. The Building Inspector was authorized to secure estimates on its repair.

18. Councilman Howie offered a motion which was seconded by Councilman Hayman to approve decreases #1712 to 1838 inclusive, except decreases #1719-20-60-64 and 1837 which were marked Void and authorized them signed by the President of Council and City Clerk.

19. Councilman Howie offered a motion which was seconded by Councilman Hayman approving Increases #1079 to 1134 inclusive, except Increases #1081-99 and authorized them signed by President of Council and City Clerk.

20. Councilman Howie offered a motion which was seconded by Councilman Hayman approving Water Dept. adjustments #399-A to 403-A inclusive and authorizing them signed by the Superintendent of the Water Department.

21. Mayor and Council again discussed a request and recommendations of Mr. Bennett and Mr. Kolb as previously presented in Resolution 14. Councilman Hayman offered a motion which was seconded by Councilman Russell that the Council go along with the requests of the Committee provided that the Board of Education would acquire the necessary right-of-way and that the Board will stand the cost of the sewer extension, the City providing the necessary water extensions. Acting City Solicitor was authorized to so notify the Board of Education.

22. City Engineer informed the Council that the County Commissioners had decided to send a delegation of two to Washington for a meeting with Army officials and whatever officials it was necessary to see in connection with the release or the acceptance of the new airport.

Councilman Hayman offered a motionwhich was seconded by Councilman Duffy likewise to send a delegation from the Mayor and Council, consisting of Councilman Howie and the City Engineer. The motion was amended by an addition that their expenses should be paid from the joint Salisbury-Wicomico County Airport Fund.

23. City Engineer informed the Mayor and Council that Mr. William J. Collins had informed him that the conditions of the following letter are entirely satisfactory to him.

"Dear Mr. Collins August 14, 1942

At their regular meeting on Monday night, August 10, The Mayor and Council instructed me to inform you that they would proceed with the closing of that part of London Avenue lying east of Elm Street and west of the right of way of the New York-Philadelphia-Norfolk Railroad Company on the condition that you agree to grant unto The Mayor and Council of Salisbury an easement across that part of London Avenue to be closed for the purpose of installing and maintaining water and sewer facilities.

The required easement would be over an area of land fifteen (15) feet in width extending across this property.

If the above condition is acceptable to you, please notify The Mayor and Council of Salisbury by letter and they will proceed with the closing.

Very truly yours,

Wade H. Insley, Jr.
Clerk"

Councilman Hayman offered a motion which was seconded by Councilman Duffy authorizing the Acting City Solicitor to proceed with the closing of the said street.

24. City Engineer presented a letter from Mr. Lewis Bayne, President of theEastern Shore Public Service Company of Maryland which read as follows:

"Dear Mr. Gardner: November 23, 1943

This is to confirm verbal conversation between youand our Mr. Robert Cooper of October 14, that we will replace the old 4" terra cotta sewer drain removed while excavating for a coal bin under the side walk on our property in front of Commerce Street store room building, provided the necessity arises requiring its replacement in kind and size.

Very truly yours,
(Signed) Lewis Payne
P r e s i d e n t"

The letter was authorized attached to the minutes after two copies had been made for filing purposes for the City Engineer and City Clerk.

25. City Engineer presented a letter from Mr. P. A. Morrison, containing a bulletin issued by the Office of Defense Transportation in relation to traffic signals and traffic movement, copy of which is attached to the minutes. Mayor and Council authorized copies made for the file and the original to be submitted to the Traffic Commission.

26. Mayor and Council received a request from Mrs. Wesley George for leave without pay from December 13th to January 8th inclusive. Mayor and Council approved it upon a motion offered by Councilman Hayman and seconded by Councilman Howie and authorized, in the meantime, the employment of Mrs. Longfellow for that period at the rate of $24.00 per week.

27. City Engineer was authorized to check the request presented in Resolution 1 for report at the following meeting, upon a motion offered by Councilman Hayman and seconded by Councilman Duffy.

28. Councilman Howie presented a request from Mr. Downs, residing on the corner of Olive Street and the By-Pass for the Mayor and Council to relocatethe depressed curb which was placed for his property, sinc his present location did not allow him the free use of his garage and was placed without his knowledge. Councilman Duffy offered a motion which was seconded by Councilman Howie to authorize City Engineer to have the curb cut for a depression at the proper location

29. Mayor and Council received a request to purchase asphalt applied from John R. Hitchens, Inc., Seaford, Delaware, for the amount necessary to complete the Fitzwater Street surfacing program for the approximat sum of $.14 or less per gallon. Councilman Hayman offered a motion which was seconded by Councilman Howie to approve the request and authorize the purchase.

30. City Clerk presented a letter from the State Accident Fund in which they advised the Mayor and Council that they would be glad to furnish the information requested in several weeks, inasmuch as they were extremely busy at the present time.

The meeting adjourned at 10:20 P.M.

APPROVED:

12/6/43
Date

W. J. Gourley
President of Council

Wade H. Dudley
Clerk

THE EASTERN SHORE PUBLIC SERVICE COMPANY
OF MARYLAND
SALISBURY, MARYLAND

LEWIS PAYNE
PRESIDENT

Make 2 copies

November 23, 1943.

Mr. Clark Gardner, City Engineer,
Salisbury, Maryland.

Dear Mr. Gardner:

This is to confirm verbal conversation between you and our Mr. Robert Cooper of October 14, that we will replace the old 4" terra cotta sewer drain removed while excavating for a coal bin under the side walk on our property in front of Commerce Street store room building, provided the necessity arises requiring its replacement in kind and size.

Very truly yours,

Lewis Payne

President.

LP:D

C O P Y

STATE ROADS COMMISSION

108 E. Lexington St.

Baltimore, Md.

November 27, 1943

Mayor and Council of
Salisbury, Maryland

Gentlemen:

Please find enclosed a bulletin issued by the Office of Defense Transportation which I have been requested to transmit to you for your action.

Very truly yours,

(Signed) P. A. Morison

P. A. Morison
District Engineer

PAM:nw
Encl.

C O P Y

November 24, 1943

1. Operate traffic signals only where (a) total traffic averages at least 1,000 vehicles per hour for 8 hrs. per day, of which at least 250 enter from the minor street, or (b) pedestrian crossings average at least 300 per hour for at least 6 hrs. per day, and vehicles crossing the intersection from the major street average at least 750 for the same 6 hours.

   No signal should be eliminated if it is an essential part of a coordinated system for expediting traffic or if any extraordinary traffic hazard would result. Discontinued signals should be removed, hooded or operated as flashing lights.

2. Traffic signals should be operated as flashing signals when traffic falls below 500 vehicles per hour for 4 hours or more consecutively, or, in the case of a pedestrian-protection signal, below 375 vehicles per hour on the major street or 150 pedestrians an hour crossing the major street.

3. Signal cycles should be as short as possible. Cycles of from 35 to 50 sec. usually should be adequate.

4. The proportion of the cycle devoted to the green period should conform to the relative volume of traffic per lane on each street, with special consideration to buses, street cars and trucks.

5. Where traffic volume fluctuates widely during the day, cycle length or the division of the cycle should be altered at appropriate times to fit changed conditions.

6. Fixed-time signals within 1/4 mile of one another on the same roadway should be coordinated to provide progressive traffic movement.

7. Traffic police should be assigned to fixed posts and not to signalized intersections, except where pedestrians or turning vehicles are unusually numerous.

8. Traffic officers should keep their stop-and-go periods as short as possible. When an officer controls traffic at a signalized intersection, signal lights should be turned off. Special effort should be made to expedite buses, street cars and trucks on routes serving war plants.

9. Unnecessary stop signs should be removed.

10. Traffic regulations such as parking and through-street designations should be reviewed and revised to expedite vehicle movements where the war has either increased or decreased traffic.

11. Every municipality should designate a system of primary war-transportation routes, to which preferred traffic-control treatment is given.

12. Every effort must be made to conserve and use present traffic-control equipment most effectively before applying for assistance in purchasing new equipment.

CITY HALL - SALISBURY, MARYLAND - DECEMBER 6, 1943

The Mayor and Council of Salisbury met in regular session at the City Hall Monday evening, December 6, 1943 at 7:30 P.M. The following members were present: President of Council W. T. Gardner, Councilman Claude E. Russell, Clifford H. Duffy, and Albin A. Hayman with Mayor I. Virgil Hitchens and Councilman John G. Howie absent.

1. Minutes of the meeting of November 29, 1943 were read and approved upon a motion offered by Councilman Duffy and seconded by Councilman Russell.

2. Mr. Wood Richardson came before the Mayor and Council and advised them he was unable to secure asbestos type roofing and that he was compelled to apply the regular type roofing to the Feldman building, or nothing, since war priorities had completely eliminated delivery of the asbestos type to civilians. Mayor and Council directed him to apply for a permit from the Building Inspector and instructed the Inspector to grant him a permit for the temporary use of the material available.

3. Chief Chatham presented his weekly police log and his monthly gasoline consumption report which were both ordered accepted and placed on file.

4. Chief Chatham presented a letter from the Dual Parking Meter Company in which they acknowledged Chief Chatham's letter of November 23rd and advised him that they would forward ten parking meter units as soon as they could be prepared for shipment to lend to the City while the City's meters were being shipped by Express collect to their firm for repairs.

5. The Harbor Master presented his report for the month of November which was ordered accepted and placed on file.

6. Building Inspector presentedhis report for the month of November Which was ordered accepted and placed on file.

7. Mr. Hastings, the Building Inspector, reported the Railroad Company had approved the placing of a street light on the under side of their E. Main Street underpass. Mayor and Council approved a trial of one light bracket and authorized it installed.

8. Councilman Russell informed the Mayor and Council the firemen at No. 2 House had requested the City to examine the building and paint that part of it which required paint. Mr. Hastings was designated to examine Fire House #2.

9. Mr. James A. White presented his plumbing inspector's report for the month of November which was ordered accepted and placed on file.

10. Acting City Solicitor Travers reported, as requested by the Council, that he had examined the claim of Eastern Shore Public Service Co. for payment of street light shades and paint which was applied to the City's street light shades and that he found that the claim was in order and that it was his opinion the Mayor and Council owed the bill which they had received in the amount of $329.01.

11. Mayor and Council again discussed the widening of Washington Street and the Acting City Solicitor reported that Messrs. Frase, Smith, and Franklyn Woodcock were the only ones who had not yet agreed to the widening. The Council authorized Acting City Solicitor to contact these people to see if their signatures to the necessary papers could not be obtained.

12. City Engineer presented a request in behalf of Dr. Charles E. Smith for two NO PARKING signs to be erected on the Market Street side of the Armory in front of their service entrances. Councilman Russell offered a motion which was seconded by Councilman Duffy authorizing these signs be placed.

13. City Engineer reported a survey was being made of Druid Hill Avenue and that he would report on the grading possibility probably at the next meeting.

14. Mr. Harold Parsons forwarded information that he would grant all the land required for the airport to the County and City free of charge and requested that the City sell him or give him a toilet now unused on the airport site. Councilman Hayman offered a motion which was seconded by Councilman Duffy authorizing that it be sold to him for the sum of $1.00, subject to the approval of the County Commissioners.

15. Mayor and Council authorized City Engineer to furnish the C.A.A. with information on expenditures as provided on a report relative to the Salisbury-Wicomico County Airport Fund.

16. Mayor and Council authorized City Engineer to place a short section of curb and gutter on Fitzwater Street, upon a motion offered by Councilman Hayman and seconded by Councilman Duffy.

17. Mayor and Council received a letter from Senator R. Fulton Waller requesting a dual bill for his filling station property in order that one could be forwarded to the tenant.

    The Mayor and Council found that they should be guided by the existing laws and they required the bill be forwarded to the property owner.

18. City Engineer reported on results of their trip to Washington in connection with the Salisbury-Wicomico County Airport and it was agreed that no further action should be taken until the following week.

19. Councilman Russell recommended that the Mayor and Council take some action in trying to secure the Maryland Hospital for Incurables for Salisbury which the State proposed building immediately after the war. The Council agreed to seek a meeting with the County Commissioners and Chamber of Commerce in order that the three bodies could jointly present a request for the placing of the hospital in Salisbury. The Clerk was authorized to contact Mr. Messick of the County Commissioners and Mr. Avery Hall of the Chamber of Commerce to arrange a meeting.

20. Mayor and Council received correspondence relative to the Aviation News and directed City Engineer to secure a sample copy to ascertain if it would be of any value to the City.

21. City Engineer presented a plat which would be necessary for the closing of E. London Avenue as was passed at the last meeting.

22. Mr. James A. White informed the Council that the Calvary Baptist Church had requested a new storm water drain connection for its property on William Street.

23. Mayor and Council received a letter from Mr. W. C. Gray in which he offered his resignation as a member of theCivil Service Commission of Salisbury ~~te~~ due to ill health. Mayor and Council regretfully accepted his resignation upon a motion offered by Councilman Russell and seconded by Councilman Duffy.

24. City Clerk presented a bill from the Wicomico Hotel in the amount of $33.65 for one-half of the expenses incurred during the airport celebration and authorized it paid upon a motion offered by Councilman Russell and seconded by Councilman Duffy.

25. Mayor and Council received a letter from William Parks Young relative to a curb and gutter bill of $11.28 which appeared against his name for work done on Pinehurst Avenue. The letter explained that curb and gutter already existed on his property and that the City removed his in order to lay a curve for a new street which he was advised at the time would be at the City's expense. He requested that thecharge be removed from his account. Mayor and Council ordered the matter written up in the usual manner in the Decrease Book.

26. Mayor and Council received a letter from John R. Spellissy, Superintendent, State Accident Fund, in which they were advised that the City had had 43 accidents in the period from January 1, 1941 to December 1, 1943 and that total medical expenses had been $1177.78. The information was ordered held for further study.

27. Mayor and Council received a communication from F. A. Grier, Jr., Chairman of Civil Service Commission in which he informed the Council that Mr. Avery Hall's and Mr. Alton Hughes's terms of office expired December 17, 1943 and in which he explained that the best interest of the Commission would be served if these two gentlemen were reappointed. The Council ordered the matter held for the next meeting in order that the Mayor might hear the request.

28. Mayor and Council received Voucher #472-A, drawn to the order of the Eastern Shore Public Service Company for $329.01 covering street light shades. Mayor and Council ordered the voucher with-held for further study.

29. Acting City Solicitor asked for the Council's decision in the matter of the depreciated property as reported by the Building Inspector. Councilman Hayman offered a motion which was seconded by Councilman Duffy authorizing City Solicitor to inform the property owners that their properties should be removed.

30. At the same time Mayor and Council authorized Acting City Solicitor to turn over the list of property owners having unsanitary toilet facilities to the Clerk in order that it might be forwarded to the Health Department for investigation and report.

31. Vouchers #471-A and 473-A to 499-A inclusive were read and approved upon a motion offered by Councilman Hayman and seconded by Councilman Duffy.

The meeting adjourned at 10:00 P.M.

APPROVED:

12/13/43
Date

W. J. Gorry
President of Council

Wade H. Dudley Jr.
Clerk

CITY HALL - SALISBURY, MARYLAND - DECEMBER 13, 1943

The Mayor and Council of Salisbury met in regular session at the City Hall Monday evening, December 13, 1943, at 7:30 P.M. The following members were present: Mayor I. Virgil Hitchens, President of Council W. T. Gardner, Councilmen Albin A. Hayman, Claude E. Russell, Clifford H. Duffy and John G. Howie.

1. Minutes of the meeting of December 6th were read and approved upon a motion offered by Councilman Hayman and seconded by Councilman Russell.

2. Mr. Marks, a gypsy, came before the Mayor and Council and requested a permit to place a trailer on the West side of the Main Street bridge. Mayor and Council agreed to discuss the matter later and inform him the following day.

3. Chief Chatham presented his weekly log and parking violation report which were both ordered accepted and filed upon a motion offered by Councilman Hayman and seconded by Councilman Duffy.

   The Chief also presented parking ticket #16045 issued for parking one one of the new one-way streets. It was explained that this type of ticket had been excused during the week but that Mr. Pieree had paid $1.00 for this one and had requested a refund since it was excusable. Mayor and Council authorized the refund upon a motion offered by Councilman Duffy and seconded by Councilman Howie.

4. Councilman Russell recommended that the public alley between Wicomico Garage and the Powell store on W. Church Street be graded for use. Mayor and Council authorized Acting City Solicitor to ascertain if the alley were a public alley.

5. Chief Chatham reported on Mr. Elmer Williams' call to his office relative to the new one-way streets.

6. Chief Chatham reported the number of people loitering on W. Main Street bridge was becoming a nuisance and he hoped to find a way to clear up the condition.

7. Councilman Hayman offered a motion whichwas seconded by Councilman Howie directing the Building Inspector to check on the cost of two lights to be placed on the west end of W. Main Street bridge and to determine if they could be tied in with the regular street lights.

8. The Mayor pointed out he had once been informed that it was against a State law for gypsies to operateas fortune tellers in Wicomico County. Acting City Solicitor, upon request, pointed out that it was his opinion it would be contrary to existing State laws for the City to issue licenses for fortune telling and read extracts from the Maryland code on the matter.

9. Mr. Hastings reported that Mr. Gustav Fast had purchased the Koester' property on W. Main Street for the purpose of converting it into a factory, which would be contrary to the present zoning ordinances. He pointed out it would be necessary for Mr. Fast to apply for an amendment to the Zoning Ordinances before he could be issued a permit

   The Council instructed the Building Inspector to so inform Mr. Fast.

10. The Harbor Master forwarded the report that the wharf front property of Mr. Testa was now being repaired.

11. Acting City Solicitor reported he had talked with Mr. Frase relative to widening Washington Street and had reported he would sign the agreement if Mr. Smith also signed. Mr. Smith was sick and could not be reached.

12. Acting City Solicitor reported working on the E. London Avenue street closing.

13. Acting City Solicitor and Building Inspector reported that they had found it would be difficult for plumbing fixtures to be used instead of the toilet facilities which they proposed to have removed and because of this condition recommended that it be temporarily postponed. The Council agreed.

14. The Council received a letter from Estia B. Oswalk who requested the City to advise her if the City or County would purchase her property for airport use. Mayor and Council decided to consult the County Commissioners.

15. City Engineer reported the telephone call from Senator Tydings' office informed him that two Special Delivery letters had been forwarded to him containing information on the airport.

16. City Engineer presented Purchase Order #L-175 for motor grader parts which were ordered held and the City Engineer was authorized to check on the cost of new equipment.

17. Purchase Order #L-174, drawn to the order of the Elgin Sweeper Co. for broom fiber and tail lamp lens was presented and ordered approved upon a motion offered by Councilman Duffy and seconded by Councilman Howie.

18. City Engineer presented a request in behalf of the Maryland State Guard for the City's old police radio equipment. After some discussion a motion was offered by Councilman Duffy and seconded by Councilman Russell that the equipment be loaned to the State Guard with the provision that it be returned whenever requested by the City. Acting City Solicitor was authorized to draw the necessary agreement.

19. City Engineer presented drawings showing the grade of Druid Hill Avenue and since the grade was all down hill, toward the West end he advised the Council that he did not recommend grading unless storm water drainage could first be built. Councilman Duffy offered a motion which was seconded by Councilman Russell accepting the recommendation and authorizing the City Engineer to so advise the person who had made the request for the grading.

20. Councilman Russell offered a motion which was seconded by Councilman Duffy authorizing Acting City Solicitor to draw an amendment to the Building Code directing that all buildings be placed on a grade first approved by the City, on both improved and unimproved streets.

21. Mayor and Council approved the purchase of a coal stove for the City Barn for the sum of $20.00.

22. Mayor and Council approved a voucher be drawn in the amount of $25.00 for stamps for the Engineering and Water Depts. upon a motion offered by Councilman Duffy and seconded by Councilman Hayman.

23. Mayor and Council received the information that the Salisbury Fire Department #2 desired to have its siren returned for use as a fire alarm. The Council agreed to discuss the matter with the County Commissioners since it would effect the Civilian Defense set-up.

24. Upon a motion offered by Councilman Hayman and seconded by Councilman Russell, Mayor and Council approved vouchers #500-A to 524-A inclusive and authorized them signed.

25. Mayor and Council received a request for street lights on Bell Avenue and ordered the matter referred to the Building Inspector for investigation and report.

26. Voucher #472-A, drawn to the order of The Eastern Shore Public Service Company for 589 Dimout Shades, large size, $323.95 and 2 gallons Dupont dimout paint, $5.06, total $329.01, was approved and authorized paid upon a motion offered by Councilman Duffy and seconded by Councilman Hayman.

27. Mayor and Council again discussed the letter from the Civil Service Commission.

28. Mayor and Council read a letter directed to R. H. Hodgson and four others on the removal of buildings which had depreciated more than 50% and ordered that it be attached to the minutes.

29. Mayor and Council received a letter addressed to the Board of Education relative to the City's proposal for its share in the opening of Venton, Oriole, and other streets around the new proposed school. The letter was ordered attached to the minutes.

30. Mayor and Council approved the ordering of six Decrease Books from Eugene M. Messick.

31. City Treasurer presented a statement of theGeneral Fund for the period October 1, 1943 to November 30, 1943.

The meeting adjourned at 9:40 P.M.

APPROVED:

12/20/43
Date

W. J. Gordy
President of Council

Wade H. Insley
Clerk

December 8, 1943

Mr. Richard H. Hodgson
Salisbury, Maryland

Dear Sir:

Section 4 of Article IV of Ordinance No. 137 of The Mayor and Council of Salisbury provides

> "Any existing frame building within the fire limits which shall hereafter be damaged by fire, decay or otherwise, to an amount greater than one-half its value, exclusive of the foundation, shall not be repaired or rebuilt, but shall be immediately removed."

You are the owner of a property designated as 208 Cathell Street, in Salisbury, Maryland, which has depreciated beyond the limits allowed by the Ordinance. The purpose of this letter is to advise you that if the building described above, is not removed within ten days from the date of this letter, appropriate action will be taken to compel you to do so.

Very truly yours,

William W. Travers
Acting City Solicitor

WWT:R

Letters also mailed to:
Mrs. John Winder, 200 Cathell Street, Salisbury, Maryland
Mr. Jonah Adams, Corner of Calvert & Cathell Streets, Salisbury, Maryland
Mr. Ulysses G. Langston, East Church Street, Salisbury, Maryland.

December 7, 1943

The Board of Education of Wicomico County
Salisbury, Maryland

Gentlemen:

The Mayor and Council of Salisbury have instructed me to inform you of their decision regarding the property on Prince Street, Salisbury, Maryland, recently acquired by your Board, for the erection of a school building at some time in the future.

The City will take title to and assume jurisdiction over Prince Street, Bethel Street, Venton Street and an unnamed street running in a Northeasterly - Southwesterly direction between the old Snow Hill Road and the new Snow Hill Road, provided your Board acquires, at its own expense, the necessary rights-of-way (1) so that Prince Street is 50 feet in width, or an additional 20 feet on the South side thereof, (2) an additional 5 feet on both sides of both Venton and Bethel Streets, so that those two streets are 50 feet in width, and (3) the necessary 50 foot right-of-way for the unnamed street referred to.

In addition, your Board will be required to pay for the necessary cost of constructing a sewer from the one now located on the old Snow Hill Road to your property.

The City will furnish the necessary water mains at its expense.

Very truly yours,

William W. Travers
Acting City Solicitor

WWT:R

CITY HALL - SALISBURY, MARYLAND - DECEMBER 14, 1943

The Mayor and Council of Salisbury metin special joint session with the County Commissioners of Wicomico County at the Court House, Tuesday afternoon at 2:30 P.M. The following Council members were present: President of Council W. T. Gardner, Councilmen Clifford H. Duffy, Albin A. Hayman, Claude E. Russell, and John G. Howie. The County Commissioners were represented by the President William F. Messick, Commissioners Ralph O. Dulany, Lee Allen, Henry Todd, and Wade H. Brittingham.

1. The two governing bodies discussed a proposal to recommend and urge the building of a State Hospital for Incurables in Wicomico County, preferably in Salisbury.

   Mr. Avery Hall of the Salisbury Chamber of Commerce informed the group of the work and progress to date of his organization. After further discussion a resolution was offered in behalf of the Commissioners and duly passed authorizing their attorney to prepare a resolution to accompany the work and recommendations of the Chamber of Commerce.

   Councilman Duffy, in behalf of the Mayor and Council, offered a motion which was seconded by Councilman Howie that the Mayor and Council likewise prepare a resolution urging the construction of the hospital in Salisbury and authorizing it to be forwarded with the other papers being prepared by the Chamber of Commerce to the proper state authorities.

2. Mayor and Council also discussed plans with the Commissioners and the Chamber of Commerce to endeavor to have the Veterans Administration locate a new proposed hospital also in Wicomico County. The group agreed that as soon as it seemed proper they would both take the necessary steps to offer whatever aid they could to the Chamber of Commerce who is sponsoring this movement.

3. City Engineer informed the County Commissioners and Mayor and Council and the representative of the Chamber of Commerce Mr. Hall of activities to date regarding transfer of the airport to the Navy authorities.

APPROVED:

_____
Date

_____
President of Council

_____
Clerk

CITY HALL - SALISBURY, MARYLAND - DECEMBER 18, 1943

The Mayor and Council of Salisbury met in special session at the City Hall Saturday, December 18, 1943, at 10:30 A.M. There were present: President of Council W. T. Gardner, Councilmen Clifford H. Duffy and John G. Howie.

1. They adopted the following resolution: (See Resolution attached)

APPROVED:

_____
Date

_____
Presdident of Council

_____
Clerk

RESOLUTION

A special meeting of The Mayor and Council of Salisbury was held in the Council Room of the City Hall, on December 18, 1943, at 10:30 o'clock, A. M.

There were present I. Virgil Hitchens, Mayor, Werner T. Gardner, President of the Council, John G. Howie, Clifford H. Duffy, Albin A. Hayman and Claude E. Russell, being all the members of the Council. The following preambles and resolution were adopted:

WHEREAS it has come to the attention of The Mayor and Council of Salisbury that the Department of Health of the State of Maryland is making an investigation and study of various locations on the Eastern Shore of Maryland in order to ascertain the locality best suited for the construction and maintenance of a Chronic Disease Hospital; and,

WHEREAS the Mayor of Salisbury and the members of the Council of Salisbury believe that the selection of some site within the city limits of the City of Salisbury, or its environs, by the said Department of Health for the construction and maintenance of said Chronic Disease Hospital, would best serve the interest of the citizens of the Eastern Shore of the State of Maryland requiring the need of the facilities of said hospital, because (1) the means of transportation serving the City of Salisbury are ample and adequate,

including water routes, railroad and bus lines; (2) the highways to and from Salisbury are sufficient to serve all conveniences of the traveling public; (3) there are adequate housing accommodations to meet any normal demand, considering the rapid growth of this community; (4) the public schools of Salisbury are among the best in the State; (5) all types and kinds of public utilities now operate within the City of Salisbury and its vicinity; and,

WHEREAS it is the intention of the present governing body of the said City of Salisbury to pursue the policy established by its predecessors in office of cooperating fully with the State Department of Health, as with all other State Departments in the conduct and management of their affairs within this territory, which will indubitably be followed by their successors in office. Now, therefore, be it

RESOLVED that the said The Mayor and Council of Salisbury does hereby request and petition the said Department of Health of the State of Maryland to locate and select a site for the construction of said Chronic Disease Hospital within the city limits of said City of Salisbury, or its environs, and extend to the said Department of Health its full cooperation in the establishment of said Hospital.

AND BE IT FURTHER RESOLVED that this Resolution be signed by the Mayor and all members of the Council of Salisbury and transmitted forthwith to the said the State Department of Health by the Clerk of

Salisbury.

I. Virgil Hitchens

I. Virgil Hitchens, Mayor

Werner T. Gardner

Werner T. Gardner, President of Council

John G. Howie

John G. Howie

Clifford H. Duffy

Clifford H. Duffy

Albin A. Hayman

Albin A. Hayman

Claude E. Russell

Claude E. Russell

Wade H. Insley, Jr.

Wade H. Insley, Jr., Clerk of Salisbury

CITY HALL - SALISBURY, MARYLAND - DECEMBER 20, 1943

The Mayor and Council of Salisbury met in regular session at the City Hall Monday night at 7:30 P.M. December 20th. The following members were present: Mayor I. Virgil Hitchens, President of Council W. T. Gardner, Councilmen Clifford H. Duffy, Claude E. Russell, John G. Howie, and Albin A. Hayman.

1. Minutes of the meeting of December 13, 1943 were read and approved upon a motion offered by Councilman Hayman and seconded by Councilman Russell.

2. Chief Chatham reported Mr.Morrison of the State Roads Commission had informed him it would be satisfactory to place "NO LOAFING" signs on the West Main Street Bridge.

3. Chief Chatham reported on an accident recently between J. William Slemons and an army truck parkedin front of the U.S.O. Center with no lights and asked what action should be taken in the matter. He was referred to the Acting City Solicitor for advice.

4. Building Inspector Mr. Hastings reported lights could be turned on W. Main Street bridge as soon as a bad circuit was corrected. President of Council informed the Council he had been called by Mr. Bruce Wilson of the Eastern Shore Public Service Company and informed that the City had been charged continuously for these lights which had been out for some time and advised him that their Company would grant the City credit for this period. Building Inspector was authorized to take up the matter again with the Eastern Shore Public Service Co. to see if they would correct the faulty circuit.

5. The Building Inspector reported on a call from Mr. Watson D. Mitchell in regard to a tree on the property line between his property and R. H. Hodgson's. The Building Inspector reported the tree was a hazard and should be removed. He was advised that the tree was on private property and was no responsibility of the City's.

6. The Building Inspector reported on investigation on street lights for Bell Avenue. He stated that there were no lights either on the stree or the corner at the street intersection and suggested that theree should be either 2 lights at each end or one light, as a minimum, in the center. The Council instructed him to secure prices on 2 lights and 1 light and Councilman Duffy was authorized to determine from the people in the locality their opinion of where the light or lights should be placed.

7. The Building Inspector reported that Fire Department #2 desired to have some work done on their building, part of which they were prepared to pay for and part of which they desired the City to pay for. Quotations as follows were presented:

Painting ceiling and celotex on all floors 2 coats -

Harold Ingersoll	$140.00
William P. Brown	84.15

Painting all first floor -

Harold Ingersoll	$108.00
William P. Brown	78.75

After discussing the request, the Mayor and Council authorized Building Inspector to inform the #2 company that there was $250.00 in the budget for repairs to building and that they would earmark $125.00 for their company and $125.00 for the #1 company for work which their company would recommend upon a motion offered by Councilman Russell and seconded by Councilman Hayman.

8. Building Inspector reported he had informed Mr. Fast of the zoning ordinances effecting his proposed new business site on W. Main Street.

9. Acting City Solicitor Travers reported he had received more calls from Mr. Marks, representing the gypsies, and that he had also received a call from Mr. Harvey who represented them requesting licenses be issued.

10. Acting City Solicitor reported on his work on the widening of the end of Washington Street and informed the Council that Mr. Smith had informed him that he would not sign the papers granting the right-of-way across his property and that it was the City Solicitor's opinion that it would either have to be bought or condemned. He was instructe to take no action until after the holidays when it would be reconsider ed.

11. Acting City Solicitor presented a resolution on the closing of E. London Avenue. It was explained that it did not meet fully with the wishes of the Adkins Company because of the 15 ft. right-of-way reserved and he was instructed by the Council to withhold further action pending an agreement between the 2 parties concerned.

12. City Engineer presented a request for a release from employment for Mr. Zadock Long by the Mayor and Council. It was approved upon a motion offered by Councilman Russell and seconded by Councilman Howie.

13. City Engineer reported that the Commander of the Wildwood Naval Air Station had requested information from him on wind direction for the past few years. It was explained he was asked to secure this information by Commander Cline. The request was approved and the information ordered attached to the minutes upon a motion offered by Councilman Russell and seconded by Councilman Howie.

14. City Engineer presented a request from Mr. Peter Linnett on an extension of time for payment of his water bill in the amount of $153.98. The Council found they were unable to do anything but abide by the regulations.

15. Mayor and Council received a financial statement from John W. Downing, Chairman, Finance Committee of Civilian Defense, which showed a balanc of $5.01 on hand as of 12/18/43. A request was also made for an additional appropriation of $100.00 for the Civilian Defense Council. It was approved upon a motion offered by Councilman Duffy and seconded by Councilman Howie.

16. City Engineer reported he had been unable to secure estimates on a new grader at the present time but hoped to be able to present them in the very near future.

17. City Engineer presented a request in behalf of Mr. Carl Dahlstrom for a continuation of his sick leave with pay as it was understood that at least one other employee had been continued beyond his normal leave period. It was further explained by the City Engineer that Mr. Carl Wilkins was in the same position, being sick and not yet returned to duty with all of his sick leave used. Mayor and Council authorized the Treasurer to continue to pay Dahlstrom, Kelly, and Wilkins to the first day of January if still on sick leave.

18. Mayor and Council studied a proposed form for the use of employees in applying for leave, either annual, sick, or leave without pay, and authorized the form adopted for use by the City's employees and at the same time directed that no leave be approved unless it was submitted and approved in the manner prescribed on the form whic was to be forwarded to the payroll office for payroll purposes and filing.

City Clerk, City Engineer, and Acting City Solicitor were authorized to prepare a proposed resolution covering annual leave, sick leave, and leave without pay for presentation to the Mayor and Council.

19. City Solicitor informed the Council that it was his opinion that the alley on the west side of Wicomico Garage is a public alley. City Engineer was thereupon authorized to investigate possibilities of grading the alley for use.

20. Mayor and Council authorized the publishing of an advertisement "No Garbage Collection on Christmas Day" upon a motion offered by Councilman Hayman and seconded by Councilman Russell.

21. Mayor and Council, upon a motion offered by Councilman Hayman and seconded by Councilman Russell, directed that Friday afternoon, December 24th, be declared a holiday and that all offices in the City Hall be closed at noon.

22. Upon a motion offered by Councilman Duffy and seconded by Councilman Hayman, Mayor and Council authorized membership in the American Water Works Association at $10.00.

23. Mayor and Council received a letter from State Tax Commission addressed to Fire Department No. 2 relative to the forfeiture of their charter unless a payment of $20.00 was received on or before December 28th. The matter was referred to the Acting City Solicitor who was authorized to return the necessary information in behalf of the Mayor and Council and Fire Department if he saw fit.

24. Vouchers No. 525-A to 564-A inclusive were read, approved, and ordered signed upon a motion offered by Councilman Hayman and seconded by Councilman Russell.

25. Mr. John Morris forwarded a request through the Mayor to purchase approximately 15 tons of slag from the City to be used on the roof of the State Normal School, since he had been unable, he informed the ~~Council,~~ Mayor, to secure this slag from any other source.

The Council discussed the proposal and found that there was a quantity of slag in Salisbury in at least two other places and authorized President of the Council to take the matter up with Dr. Blackwell of the State Teachers College and handle the matter in behalf of the Council.

26. Mayor and Council discussed a proposal to make some changes in the use of the Fire Headquarters building.

27. City Treasurer presented a report on delinquent taxes which was ordered accepted and attached to the minutes.

28. City Treasurer reported a balance of $98.68 was on hand in the Use of Delinquent Taxpayers Fund which was due Emma Wallace and which she had now presented a claim for. Treasurer was authorized to prepare a voucher for payment of this residue to Emma Wallace after consultation with the City Solicitor.

29. City Engineer reported Mr. J. H. Herendeen, Jr. asked permission from the Mayor and Council to store some unused material now on the airport site on the City's Willow Street yard. Mayor and Council approved the request.

Meeting adjourned at 10:45 P.M.

APPROVED:

Dec 27. 1943
Date

W. J. Garrison
President of Council

Wade H. Insley
Clerk

December 20, 1943

TREASURER'S REPORT TO

MAYOR AND COUNCIL

ON DELINQUENT TAXES

Subsequent to the figures shown on attached statement, all taxes up to the year 1937 have been collected.

As of this date there remains due for the year 1937, two accounts:

J. Ryland Taylor	$ 8.00
Emma V. Waller	30.82
	$38.82

For the year 1938 the following remain due:

Lena F. Holloway	$ 10.00
George T. Huston	84.60
J. Ryland Taylor	7.60
Emma Waller	31.54
Elmer Williams	366.15
	$503.89

On those I have checks of $56.88 from Lena F. Holloway.

For the year 1939 there remains due the following:

Lena F. Holloway	$ 22.90	
George T. Huston	90.82	
J. Ryland Taylor	8.16	
Emma V. Waller	33.86	
Elmer C. Williams	822.60	
Francis Early	11.31	Bal.
G. R. W. Farlow	15.84	Bal.
Simon Horsey	8.68	Bal.
Service & Quality Store	19.38	
	$1,033.75	

Respectfully submitted,

Wade E. Insley, Jr.
Treasurer

December 20, 1943

TREASURER'S REPORT TO

MAYOR AND COUNCIL

ON DELINQUENT TAXES

Subsequent to the figures shown on attached statement, all taxes up to the year 1937 have been collected.

As of this date there remains due for the year 1937, two accounts

J. Ryland Taylor	$ 8.00
Emma V. Waller	30.82
	$38.82

For the year 1938 the following remain due:

Lenna F. Holloway	$ 19.00
George T. Ruston	84.60
J. Ryland Taylor	7.60
Emma Waller	31.54
Elmer Williams	760.15
	$903.89

On these I have checks of $56.85 from Lena F. Holloway.

For the year 1939 there remains due the following:

Lena F. Holloway	$ 22.00	
George T. Ruston	90.22	
J. Ryland Taylor	3.16	
Emma V. Waller	33.06	
Elmer C. Williams	822.60	
Francis Early	11.31	Bal.
G. R. W. Farlow	15.84	Bal.
Simon Horsey	8.88	Bal.
F. L. Insley	146.70	
Service & Quality Store	19.58	
	$1180.45	

Respectfully submitted,

Wade H. Insley, Jr.
Treasurer

December 18, 1943

Commissioners - Wicomico County
Salisbury, Maryland

Gentlemen:

I give you herewith receipts and disbursements for the Civilian Defense Committee Account since the date of the last statement - November 9, 1943, as follows:

RECEIPTS		DISBURSEMENTS
Bank Balance 11/9/43 -	$11.36	Total Receipts are offset by total disbursements from 10/2/43 to date of $306.35. All bills so paid have been properly approved by Mr. Gardner and others for payment, leaving a balance in Bank as shown hereon.
County Commrs.	150.00	
Mayor & Council	150.00	
	$311.36	
Less:		
Disbursements	306.35	
Bank Balance 12/18/43	$ 5.01	

Respectfully submitted,

JOHN W. DOWNING, Chairman
Finance Committee.

JWD:D

COPIES TO:
Mr. Paul N. Watson
Mayor and Council
Mr. Clarke Gardner

Mayor + Council

December 18, 1943

A-6

Commander F. B. Connell
Naval Air Station
Wildwood, N. J.

Dear Commander Connell:

In accordance with your request by telephone on December 17th, I am submitting data on wind direction at Salisbury, Maryland in the following schedules:

Schedule 1. - January, 1907, through December, 1941. N., 3.86%; N.E., 5.30%; E., 3.86%; S.E., 0.96%; S., 9.40%; S.W., 37.83%; W., 10.60%; N.W. 28.19%.

This schedule is computed on a basis of monthly averages for the specified period, covering 34 years and 7 months. Incidentally, these computations are predicated upon information furnished by Mr. Joseph Riley, Jr., Assistant Meteorologist, U. S. Weather Bureau Office, Baltimore, Maryland.

Schedule 2 - October 16th, 1942, to November 30th, 1943, inclusive. N., 3.9%; N.E., 13.14%; E., 0.96%; S.E., 17.03%; S., 22.62%; S.W. 16.54%; W., 8.03%; N.W., 17.76%.

Schedule No. 2 is computed on the basis of daily averages for the specified period, covering one year and 46 days. The information shown under schedule No. 2 was taken from weather bureau instruments located at the Municipal Pumping Station in the central section of Salisbury. For purpose of comparison these instruments have been placed at an elevation of 15' above sea level, while the intersection of runway No. 1 and runway No. 2 at the Salisbury Airport, is approximately 48' above sea level.

We are enclosing chart furnished by the Weather Bureau, which indicates that the prevailing winds for the period, 1906 to 1943, are Northwest for seven months, and Southwest for the

remaining five months over a period of 38 years. After you obtain the desired information from this chart, we will appreciate your returning it for our records.

If we can be of further assistance, please call Salisbury 908.

Extending the Season's Greetings, we are

Very sincerely yours,

Clarke Gardner
City Engineer

CG:wl

CITY HALL - SALISBURY, MARYLAND - DECEMBER 27, 1943

The Mayor and Council of Salisbury met in regular session at the City Hall Monday night at 7:30 P.M. December 27th. The following members were present: Mayor I. Virgil Hitchens, President of Council W. T. Gardner, Councilmen Clifford H. Duffy, Claude A. Russell, John G. Howie, and Albin A. Hayman. (Councilman Duffy was absent due to illness.)

1. The minutes of December 20th were read, approved, and authorized signed upon a motion offered by Councilman Russell and seconded by Councilman Hayman.

2. Vouchers #565-A to 583-A inclusive were read, approved, and authorized signed upon a motion offered by Councilman Hayman and seconded by Councilman Russell.

3. Acting City Solicitor Travers reported he had reviewed the papers presented by East Salisbury Fire Dept. #2 relative to their charter and saw no reason why the City should be interested in the charter's continuation.

   The Clerk reported the East Side Fire Company had decided they would continue their charter and pay all charges against it.

4. Ordinance No. 498, an ordinance to add a new section to Article 27 of Ordinance No. 137, known as the Building Code of the City of Salisbury, Maryland, to provide for the establishment of a building grade or level on all improved or unimproved streets in the City of Salisbury to be known as Section 2 of said article, was read for its first reading, approved, and authorized posted upon a motion offered by Councilman Russell and seconded by Councilman Hayman.

5. Mayor and Council approved the purchase of 1000 new Purchase Orders from Eugene M. Messick upon a motion offered by Councilman Howie and seconded by Councilman Russell.

6. Superintendent of the Water Department an inventory of the Municipal Water System of the City of Salisbury, covering the three months' period ending Sept. 30, 1943, in the total amount of $21,272.84. It was ordered received and placed on file upon a motion offered by Councilman Hayman and seconded by Councilman Howie.

7. City Engineer presented Purchase Order No. 1 JHH-10 from the Dept. of Commerce, Civil Aeronautics Administration to the City of Salisbury for the removal of excess construction materials from the airport site to the City's storage yards for the sum of $20.00. The City Treasurer was authorized, upon a motion offered by Councilman Hayman and seconded by Councilman Howie, to prepare a bill and to sign the purchase order and bill in accord with instructions contained thereon.

8. City Engineer presented Purchase Order L-176 for 20 lead goosenecks for the Water Department. It was approved and authorized signed upon a motion offered by Councilman Hayman and seconded by Councilman Howie.

9. Mayor and Council reread a copy of a resolution passed at a joint meeting between the County Commissioners and Mayor and Council held in the Commissioners' office Tuesday, December 14, 1943. It was ordered ~~filed~~ signed and a copy attached to the minutes upon a motion offered by Councilman Hayman and seconded by Councilman Russell.

10. Mayor I. Virgil Hitchens recommended the reappointment of Commissioner Avery W. Hall to the Civil Service Commission for a six-year term beginning December 17th in accord with Section 4, Sub-section A(3) of Ordinance 467, the Merit System ordinance. The Council unanimously approved the appointment.

The Mayor recommended the reappointment of Alton E. Hughes as Secretary to the Civil Service Commission for a two-year period beginning December 17th in accord with Section 4, Sub-section A(3) of Ordinance 467, the Merit System Ordinance.

11. Upon a motion offered by Councilman Hayman and seconded by Councilman Russell, the Treasurer was authorized to draw a voucher from the By-Pass Fund #1 to the Sinking Fund in the amount of $10.00 to transfer the residue of that accountto the Sinking Fund in accord with instructions contained in Ordinance 448.

12. City Clerk presented a letter from the Honorable George L. Radcliffe United States Senator. It was read and ordered filed.

13. City Engineer informed the Council he had been requested by the Coast Guard to take some steps with the State Roads Commission toward having the bridges within the corporate limits raised in case of necessity when the operators were off duty.

In this connection he offered a letter from Mr. P. A.Morrison, District Engineer of the State Roads Commission informinghim of persons who would be on call to open the bridges at any hour during emergency. A copy of the letter was ordered attached to the minutes.

14. Mayor and Council received a letter from the Sinclair Refining Co., together with a check in the amount of $6.18 which they had forwarded to cover taxes for the year 1940 in the amount of $5.17 with interest of $1.01. The letter requested the years 1941-42 be removed from their account as they represented a duplication in assessment, the original assessment having already been paid and pointed out that the County Treasurer had already so fixed his records and requested the City to notify them of their actions.

The Mayor and Council authorized the years 1941-42 in the amounts of $5.17 each be decreased because of duplication in assessment and ordered the Sinclair Refining Company so notified.

15. Mayor and Council received a letter from J. D. Blackwell, president of the State Teachers College of Salisbury, in which he offered the following statements:

"If consistent with the policy of the Mayor and City Council, we shall appreciate your providing sufficient slag to enable Mr. John E. Morris to complete the re-roofing of the auditorium at the State Teachers College, in Salisbury.

In view of the fact that the contract for the re-roofing has been awarded to Mr. Morris by Mr. F. J. Thurman, Consulting Architect

of the State Board of Education, 602 Title Annex Building, Baltimore, Maryland, Mr. Morris will of course be responsible for payment on all materials."

The Mayor and Council passed a motion directing the City Clerk to inform Mr. Morris that they had approved the loan of approximately 15 tons of gravel to the Pocahontas Coal Company in order that he might secure that amount from them for his roofing work. The motion provided that this be a loan to the Pocahontas Coal Company which they would return upon receipt of their first shipment with no expenses attached to the Mayor and Council.

16. Because of the Building Inspector's absence due to illness in his family, the City Clerk offered his reports which were ordered withheld until the next meeting.

The meeting adjourned at 8:15 P.M.

APPROVED:

Jan 3, 1944
Date

W. D. Gardner
President of Council

Wade H. Morley Jr.
Clerk

cc: Minutes of the Mayor & Council

December 30, 1943

Mr. Alton E. Hughes
Salisbury, Maryland

Dear Mr. Hughes:

Monday evening, December 27, the Mayor and Council unanimously approved the recommendation of Mayor I. V. Hitchens for your appointment to the Civil Service Commission for a two-year period beginning December 17, 1943 in accord with Section 4, sub-section A (3) of Ordinance 467 and directed that I so notify you.

May I extend to you the Mayor and Council's appreciation for your past years' service and best wishes for the new years'.

Sincerely yours,

MAYOR & COUNCIL OF SALISBURY
By:

Wade H. Insley, Jr.
Clerk of Salisbury

WHI nw

cc: Minutes of the Mayor & Council

December 30, 1943

Mr. Avery Hall
W. Main St.
Salisbury, Maryland

Dear Mr. Hall:

Monday evening, December 27, the Mayor and Council unanimously approved the recommendation of Mayor I. V. Hitchens for your appointment to the Civil Service Commission for a six-year period beginning December 17, 1943 in accord with Section 4, sub-section A (3) of Ordinance 467 and directed that I so notify you.

May I extend to you the Mayor and Council's appreciation for your past years' service and best wishes for the new years'.

Sincerely yours,

MAYOR & COUNCIL OF SALISBURY
By:

Wade H. Insley, Jr.
Clerk of Salisbury

WHI nw

COPY

Department of Public Works

State of Maryland

STATE ROADS COMMISSION
Federal Reserve Bank Building
Baltimore, Md.

December 24, 1943

Mr. Clark Gardner
Salisbury
Maryland

Dear Mr. Gardner:

In reply to your letter of December 21st in which you enclose a letter from Lt. (j.g.) J. Valliant, USCGR, in reference to the opening of the Main Street Bridge in the event of a fire between the hours of 9 p.m. and 6 a.m., I have made arrangements with the operator of this bridge, who is Raymond F. Watson, 315 Fitzwater Street, to open the bridge at any time in the event of a fire when requested to do so by the City officials, the police or fire department, or the Civilian Defense officials.

Unfortunately, Mr. Watson has no telephone but I should think that arrangements could be made with the police department to contact Mr. Watson and have him operate the bridge.

The same arrangement was also made as to the South Division Street and Camden Avenue bridges. The operator of these two bridges is one man, Frank O'Brien, who lives at 308 Baker Street. Mr. O'Brien advises that there is a telephone in the same building where he lives, number 1470-J, and that Mr. Potts will notify Mr. O'Brien if you wish the bridge operated for fire fighting purposes.

In the event that neither of these operators is at home you then can call Mr. C. A. Layton, our Chief Mechanic, whose home is 420 Marshall Street, telephone number 612-R, and he can operate any one of the three bridges in an emergency.

Hoping that this will take care of the situation as outlined by Lt. Valliant, I remain,

Very truly yours,

P. A. Morison
District Engineer

PAM:nw

The County Commissioners of Wicomico County

Salisbury, Maryland

WM. F. MESSICK, PRESIDENT
ALLEN, MD.
W. LEE ALLEN
SALISBURY, MD.
HENRY S. TODD, JR.
SALISBURY, MD.
RALPH O. DULANY
FRUITLAND, MD.
WADE H. BRITTINGHAM
SALISBURY, MD.

ELVA M. HARRINGTON
CLERK
W. EDGAR PORTER
ATTORNEY

Excerpt of Minutes of Joint Meeting between the County Commissioners with the Mayor and City Council of Salisbury, Maryland, held on Tuesday, December 14, 1943.

"In a joint meeting between the Commissioners and the Mayor and Council of Salisbury, a motion was made by Commissioner Todd, seconded by Councilman Bowman, and unanimously carried by both the County Commissioners and the Mayor and City Council, whereby it was voted that the Salisbury-Wicomico County Airport be leased to the U. S. Navy for its use, beginning at once and continuing for the duration of the present war and six months thereafter, if necessary, at $1.00 per year lease price, and that Counsel prepare proper lease papers, when necessary, and that copy of this Resolution be sent to the U. S. Navy at once."

COUNTY COMMISSIONERS OF WICOMICO COUNTY
MARYLAND

Test: Elva M. Harrington
Clerk.

By: W. F. Messick
W. F. Messick, President

MAYOR AND COUNCIL OF SALISBURY, MARYLAND

Test: Wade H. Dudley Jr.
Clerk.

By: I. Virgil Mitchens
I. Virgil Mitchens, Mayor.